



**AGENDA
CITY OF WINDCREST, TEXAS
SPECIAL CITY COUNCIL MEETING
PUBLIC HEARING
BUDGET WORKSHOP
FY 2016/2017
FY 2017/2018**

July 27, 2017

6:00 P.M.

NOTICE IS HEREBY GIVEN THAT A SPECIAL WINDCREST CITY COUNCIL MEETING / PUBLIC HEARING / BUDGET WORKSHOP WILL BE HELD AT WINDCREST CITY HALL, 8601 MIDCROWN, WINDCREST, TEXAS ON THE 27TH DAY OF JULY 2017 STARTING AT 6:00 P.M. DURING THE MEETING THE FOLLOWING SUBJECTS WILL BE CONSIDERED AND THE COUNCIL MAY TAKE ACTION ON ANY OF THE LISTED SUBJECTS.

THE CITY COUNCIL RESERVES THE OPTION TO RECESS THE MEETING DURING THE MORNING OF JULY 27, 2017 AND TO RECONVENE THE MEETING ON THE FOLLOWING DAY, JUNE 28, 2017 AT 9:00 A.M. AT THE WINDCREST CITY HALL, 8601 MIDCROWN, WINDCREST, TEXAS.

IT IS ANTICIPATED THAT MEMBERS OF OTHER CITY BOARDS, COMMISSIONS AND COMMITTEES MAY ATTEND THE MEETING IN NUMBERS THAT MAY CONSTITUTE A QUORUM OF SUCH OTHER CITY BOARDS, COMMISSIONS AND COMMITTEES, SO THAT NOTICE IS HEREBY GIVEN THAT THE MEETING IS ALSO A MEETING OF THE OTHER CITY BOARDS, COMMISSIONS AND COMMITTEES WHOSE MEMBERS ARE IN ATTENDANCE. THE MEMBERS OF THE OTHER CITY BOARDS, COMMISSIONS AND COMMITTEES MAY PARTICIPATE IN DISCUSSIONS WHICH OCCUR AT THE MEETING, BUT NO ACTION WILL BE TAKEN BY THE OTHER BOARDS, COMMISSIONS AND COMMITTEES WHOSE MEMBERS ARE IN ATTENDANCE.

REQUEST ALL PAGERS AND CELL PHONES BE TURNED OFF, EXCEPT EMERGENCY ON-CALL PERSONNEL. CITIZENS ARE ASKED TO REFRAIN FROM TALKING DURING COUNCIL PROCEEDINGS.

Ordinance No. 2016-618B(O) establishes certain protocols for City Council meetings.

At all City Council, City Commission or City Board meetings, the agenda shall include a "citizens to be heard" item. It is suggested that Citizens wishing to speak during this item sign in on the sign up roster prior to the meeting. During "Citizens to be Heard", citizens may address the City Council on topics not on the

agenda for no more than three (3) minutes. In addition to the foregoing, citizens shall also have the opportunity to address the City Council during consideration of posted agenda items for no more than six (6) minutes. Each citizen shall therefore have the opportunity to address the City Council for a total of nine (9) minutes. This does not include any responses from the body. The six (6) minutes time limit authorized herein may not be transferred to another speaker in whole or in part. The presiding Officer or his/her designee will assign a Time Keeper to each meeting. The Time Keeper will maintain strict compliance of the six (6) minute rule, stopping speakers who exceed the allotted time. As authorized by Section 551.042 of the Texas Government Code, a city official may make a statement of specific factual information in response to an inquiry made by a member of the public or a recitation of existing city policy. Any deliberation or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the agenda for a subsequent meeting. Any question posed by a Citizen, Council Member, Board Member or Commission Member for which an answer is not available at a meeting shall be answered by a member of the staff or Presiding Officer at the next regular meeting of the Body, if an answer is reasonably available and prudent. If the information is sensitive, staff will seek advice from the City Attorney.

Meeting Chair: please remind each participant in your meeting that they must speak into a microphone; the recording is the Official Minutes of your meeting and all who speak must be recorded. All guest speakers and citizens to be heard must speak from podium. Please interrupt speakers during meeting if you recognize that they are not speaking into microphone and have them do so.

I. Call to Order, Pledge of Allegiance & Invocation

II. Citizens to be Heard

1. Citizens may address the City Council on topics not on the agenda for no more than three (3) minutes.
2. In addition to the foregoing, citizens shall also have the opportunity to address the City Council during consideration of posted agenda items for no more than six (6) minutes.
3. A City Official may make a statement of specific factual information in response to an inquiry made by a member of the public, or a recitation of existing policy in response to an inquiry made by a member of the public.

III. Public Hearing

City Council will conduct a public hearing for the purpose of receiving citizen input regarding the FY 2017-2018 budget.

IV. Budget Workshop

1. Don Hakala, Municipal Finance Officer, will present City Council the Year End Projections for Fiscal Year 2016/2017.
2. City Council will review and discuss the following FY 2017-2018 Proposed Budgets: (Att. 1)
 - A. General Fund
 - B. Garbage Fund
 - C. Debt Service Fund
 - D. Asset Seizure Fund (Federal)

- E. Asset Seizure Fund (State)
- F. County Fire Contribution Fund
- G. School Crossing Guard Fund
- H. Police Donation Fund
- I. Police Education Training Fund
- J. Roosevelt Scholarship Fund
- K. Court Technology Fund
- L. Court Building Security Fund
- M. Hotel Occupancy Tax Fund
- N. Economic Development Corporation (EDC)
- O. Crime Control Prevention District (CCPD)
- P. Street Fund (CIP)
- Q. HRA (Health Reimbursement Account) Fund

2. Mayor and City Council comments on the proposed FY 2017/2018 budget.
3. City Council will review, discuss and may take action on possible schedule of public hearings and/or a Special City Council Meeting regarding the proposed FY2017/2018 budget.

- V. **Ordinances** **"In conjunction with the first reading of an ordinance, a motion should be made to either "reject the proposed ordinance" or "to forward the proposed ordinance to a subsequent City Council meeting for final adoption at its second reading".**

NONE

VI. **Resolutions**

1. City Council will review, discuss and may take action on Resolution No. 2017-635(R) a resolution accepting the proposal of Clean Scapes, LP to perform green space maintenance services and authorizing the city manager to execute a contract for such services. (Att. 2) *Rafael Castillo, Jr., City Manager and Don Hakala, MFO requested*
2. City Council will review, discuss and may take action on Resolution No. 2017-636(R) a resolution accepting the proposal of Lonestar Ambulance 1, LLC dba Allegiance Mobile Health to provide ambulance services for those in the City of Windcrest and authorizing the City Manager to execute a contract for such services. (Att. 3) *Rafael Castillo, Jr., City Manager and Don Hakala, MFO requested*

VII. **Discuss and Act**

NONE

VIII. **General Announcements & Future Agenda Items Requested**

Per Ordinance No. 618, repealing Ordinance No. 593; Section 9: Every agenda shall include an item entry granting a member the opportunity to propose an item for consideration of future agendas for Regular or Special Meetings. Any member may request the inclusion of such items at any meeting.

IX. **Adjournment**

The City Council reserves the right to retire into executive session whenever it is considered necessary and legally justified under the Texas Government Code, Subchapter D, Sections 551.071 et. seq. including, but not limited to, consultation with attorney, real property, prospective gifts, personnel matters, exclusion of witness, security devices, and economic development matters.

I, the undersigned authority, do hereby certify that the above Notice of Meeting of the City Council of the City of Windcrest is a true and correct copy of said Notice and was posted on the bulletin board at City Hall of said City in a convenient place to the public and said Notice was posted more than seventy-two hours prior to the meeting on July 27, 2017.

By:  , City Secretary

In compliance with the Americans With Disabilities Act, the City of Windcrest Council Chambers are wheelchair accessible, and accessible parking spaces are available. The City of Windcrest will provide for reasonable accommodations for persons attending City Council meetings. To better serve you, requests should be received 48 hours prior to the meetings. Please contact Kelly Rodriguez, City Secretary, at 210-655-0022 ext. 2150 or Fax 210-655-8776.

I certify that the attached notice and agenda of items to be considered by the City Council was removed by me from the City Hall bulletin board on the ____ July, 2017.

____ Title: _____



Filed with the City Secretary
July 10, 2017

CITY OF WINDCREST OPERATING BUDGET FISCAL YEAR OCTOBER 2017-SEPTEMBER 2018





City of Windcrest, Texas

List of Principal Officials

**FISCAL YEAR 2017-2018
OCTOBER 1, 2017 – SEPTEMBER 30, 2018**

City Council

Alan E. Baxter
Mayor

Council Members by Place:

Gerd Jacobi
Place 1

Q Jim Shelton
Place 2, Mayor Pro Tem

James McFall
Place 3

Rick Cockerham
Place 4,

Matthew Vandenberg
Place 5

PREPARED BY:

Rafael Castillo Jr., City Manager
Donald Hakala, Municipal Finance Officer, CPA
Natalia Witmer, Asst. Municipal Finance Officer
Kelly Rodriguez, City Secretary
Michael Brennan, City Attorney
Steve Takas, Municipal Judge
Tom Garcia, Public Works Director
Chief Al Ballew – Chief of Police
Chief Jonathan W. Weidemann – Fire Chief



City of Windcrest, Texas

Our Vision

City of Windcrest is a community of small-town charm with a high level of responsive municipal services. Prudent economic development make the City of Windcrest a safe, family-oriented community that is a great place to live, shop, work, and play... a place where community isn't just a word, but a way of life.

Our Mission and Goals

To ensure a safe, clean, healthy, productive city where neighborhoods are revitalized, history is preserved, the natural environment is respected, and where all people can reach their full potential through education, commerce, culture, recreation and wellness. These initiatives will be accomplished through:

City Services – To deliver effective and efficient services, without bias or prejudice.

Our Employees – Recognizing that our employees are our most valuable resource, we will provide them with safe, clean, productive, and technologically friendly workplaces where we encourage pride, productivity and accountability for the quality of their work and where they are given meaningful opportunities for professional growth.

Communications – To be accessible to all people in our diverse community, including our fellow employees, to answer their questions promptly, to listen respectfully, and, in all of our communications, to be truthful, responsive, and professional.

Financial Management – To be effective and responsible stewards of public resources, to wisely and prudently use these resources for the public good, and to be accountable to those who have placed their trust in us.

The Law – To respect the law by word, in external and internal communications, and by deed, by enforcing and abiding by all applicable federal, state, and local laws.



Mayor's Message

Work in progress, the Mayor's Message will be included with the approved budget.

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ORDINANCE NO. _____

AN ORDINANCE APPROVING AND ADOPTING A BUDGET FOR OPERATING THE MUNICIPAL GOVERNMENT OF THE CITY OF WINDCREST FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2017 AND ENDING ON SEPTEMBER 30, 2018; APPROPRIATING MONEY FOR THE VARIOUS FUNDS AND PURPOSES OF SUCH BUDGET INCLUDING APPROPRIATIONS OF MONEY TO PAY INTEREST AND PRINCIPAL SINKING FUND REQUIREMENTS ON ALL INDEBTEDNESS; PROVIDING A SAVINGS AND SEVERABILITY CLAUSE; REPEALING ALL ORDINANCES AND APPROPRIATIONS IN CONFLICT WITH THE PROVISIONS OF THIS ORDINANCE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, a budget for operating the municipal government of City of Windcrest for the fiscal year October 1, 2017, to September 30, 2018, has been prepared in accordance with Chapter 102 of the Texas Local Government Code for the City of Windcrest, Texas; and

WHEREAS, said budget has been submitted to the City Council in accordance with the Local Government Code; and

WHEREAS, public notice of a public hearing upon this budget has been duly and legally made as required by the Local Government Code; and

WHEREAS, said public hearing on the Proposed Budget has been held; and

WHEREAS, the City's Proposed Budget has been amended in accordance with the Local Government Code; and

WHEREAS, a public hearing has been had upon said amendments to the Proposed Budget and, after full and final consideration of proposed expenditures, revenues, financial condition, and comparative expenditures as presented, it is the consensus of opinion that the budget as considered and amended at said hearings should be approved and adopted.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WINDCREST:

SECTION 1.

That the City Council of the City of Windcrest ratifies, approves and adopts the budget as finally considered for the fiscal year of October 1, 2017, to September 30, 2018, a copy of which shall be filed with the office of the City Secretary and with the Bexar County Clerk and which shall also be posted on the City's Internet Website, and which is incorporated herein for all intents and purposes.

SECTION 2.

That the appropriations for the 2017-2018 fiscal year for the different administrative units and purposes of the City of Windcrest, Texas be fixed and determined for said fiscal year in accordance with the expenditures shown in said budget, and that the distribution and division of said appropriations be made in accordance with said budget including such amounts shown for providing for sinking funds for payment of the principal and interest and the retirement of the bonded debt of the City of Windcrest.

SECTION 3.

That should any part, portion, or section of this ordinance be declared invalid or inoperative or void for any reason by a court of competent jurisdiction, such decision, opinion or judgment shall in no way affect the remaining portions, parts, or sections or parts of section of this ordinance, which provisions shall be, remain and continue to be in full force and effect.

SECTION 4.

That all ordinances and appropriations for which provision has heretofore been made are hereby expressly repealed if in conflict with the provisions of this ordinance.

SECTION 5.

That this ordinance shall take effect and be in full force and effect from and after its passage and approval according to law.

PASSED, APPROVED AND ADOPTED this [REDACTED]th day of August, 2017, at a regular meeting of the City Council of the City of Windcrest, Texas, which meeting was held in compliance with the Open Meetings Act, *Tex. Gov't Code* 551.001, et.seq., at which meeting a quorum was present and voting.

Alan Baxter, Mayor

ATTEST:

Kelly Rodriguez, City Secretary

**CITY OF WINDCREST, TEXAS
PROJECTED FUND SUMMARY**

7/10/2017

FISCAL YEAR 2016-17 BUDGET

SUMMARY OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

	Beginning Fund Balance	Projected Revenues	Projected Expenditures	Projected Ending Fund Balance
General Fund	2,576,146.00	6,582,257.00	6,779,665.00	2,378,738
Garbage Fund	(177,409.00)	950,102.00	935,346.00	(162,653)
Debt Service Fund	440.00	-	-	440
Asset Seizure Fund (Federal)	1,017.00	-	402.00	615
Asset Seizure Fund (State)	842.00	-	-	842
County Fire Contribution Fund	919.00	-	-	919
School Crossing Guard Fund	44,616.00	6,252.00	1,000.00	49,868
Police Donations Fund	2,219.00	3,325.00	2,000.00	3,544
Police Education Training Fund	2,656.00	-	1,000.00	1,656
Roosevelt Scholarship Fund	4,094.00	4.00	-	4,098
Health Reimbursement Account	(124,339.00)	-	-	(124,339)
Court Technology Fund	86,266.00	15,449.00	22,373.00	79,342
Court Building Security Fund	27,709.00	11,557.00	-	39,266
Hotel Occupancy Tax Fund	18,148.00	131,012.00	140,000.00	9,160
Windcrest Animal Control Task Force	2,667.00	-	-	2,667
EDC	411,751.00	510,454.00	394,258.00	527,947
WCCPD	697,837.00	696,968.00	604,769.00	790,036
Street Fund (CIP)	(153,982.00)	510,064.00	800,000.00	(443,918)
Total:	3,421,597.00	9,417,444.00	9,680,813.00	3,158,228.00

CITY OF WINDCREST, TEXAS
PROJECTED FUND SUMMARY
FISCAL YEAR 2017-18 BUDGET

7/10/2017

SUMMARY OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

	Projected Beginning Fund Balance	Proposed Revenues	Proposed Expenditures / Transfer Outs	Projected Ending Fund Balance
General Fund	2,378,738.00	6,598,780.00	6,508,903.00	** 2,468,615
Garbage Fund	(162,653.00)	978,434.00	970,346.00	(154,565)
Debt Service Fund	440.00	-	-	440
Asset Seizure Fund (Federal)	615.00	-	-	615
Asset Seizure Fund (State)	842.00	-	-	842
County Fire Contribution Fund	919.00	-	-	919
School Crossing Guard Fund	49,868.00	6,252.00	26,000.00	30,120
Police Donations Fund	3,544.00	-	1,500.00	2,044
Police Education Training Fund	1,656.00	-	1,000.00	656
Roosevelt Scholarship Fund	4,098.00	-	-	4,098
Health Reimbursement Account	(124,339.00)	-	-	(124,339)
Court Technology Fund	79,342.00	15,449.00	-	94,791
Court Building Security Fund	39,266.00	11,557.00	-	50,823
Hotel Occupancy Tax Fund	9,160.00	199,001.00	185,000.00	23,161
Windcrest Animal Control Task Force	2,667.00	-	-	2,667
EDC	527,947.00	510,250.00	538,502.00	499,695
WCCPD	790,036.00	691,952.00	384,472.00	1,097,516
Street Fund (CIP)*	(443,918.00)	510,064.00	-	** 66,146
Total:	3,158,228.00	9,521,739.00	8,615,723.00	4,064,244.00

*without a transfer from the General Fund

RESOLUTION NUMBER _____

A RESOLUTION RATIFYING THE RECENTLY ADOPTED BUDGET.

WHEREAS, the City of Windcrest adopted its Budget for fiscal year 2017-2018;
and

WHEREAS, Local Government Code Section 102.007 (c) requires the City to
ratify the Budget by a separate vote;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of
Windcrest, Texas, that:

1. The recently adopted Budget for fiscal year 2017-18 containing a property
tax increase that raises more revenue from property taxes than was raised from property
taxes in the previous year is hereby ratified.

DULY PASSED AND APPROVED, on the th day of August, 2017 at a regular
meeting of the City Council of the City of Windcrest, Texas, which meeting was held in
compliance with the Open Meetings Act, Tex. Gov't. Code, §551.001, et. seq. at which
meeting a quorum was present and voting.

CITY OF WINDCREST, TEXAS

Alan Baxter, Mayor

ATTEST:

Kelly Rodriguez, City Secretary

ORDINANCE NO. _____

AN ORDINANCE ADOPTING THE TAX RATE AND LEVYING A TAX UPON ALL PROPERTY SUBJECT TO TAXATION WITHIN THE CITY OF WINDCREST, TEXAS, FOR THE 2017 TAX YEAR FOR THE USE AND SUPPORT OF THE MUNICIPAL GOVERNMENT OF THE CITY OF WINDCREST FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2017 AND ENDING ON SEPTEMBER 30, 2018; APPORTIONING SAID LEVY AMONG THE VARIOUS FUNDS AND ITEMS FOR WHICH REVENUE MUST BE RAISED INCLUDING PROVIDING A SINKING FUND FOR THE RETIREMENT OF THE BONDED DEBT OF THE CITY; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Chief Appraiser of the Bexar County Tax Appraisal District has prepared and certified the appraisal roll of the City of Windcrest, Texas, said roll being that portion of the approved appraisal roll of the Bexar County Tax Appraisal District which lists property taxable by the City of Windcrest, Texas; and

WHEREAS, the Tax Assessor and Collector of Bexar County has performed the statutory calculations required by Section 26.04 of the Texas Tax Code, and has published the effective tax rate, the rollback tax rate, an explanation of how they were calculated, and has fulfilled all other requirements for publication as contained in Section 26.04(e) of the Texas Tax Code, in a manner designed to come to the attention of all residents of said City and has submitted said rates to the City Council of said City prior to the regular City Council meeting of August 1st 2017; and

WHEREAS, the City Council has complied with all applicable requirements of the Texas Tax Code prior to the setting of the tax rate for said City for 2017.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WINDCREST:

SECTION 1.

That the tax rate of the City of Windcrest, Texas for the tax year 2017 be, and is hereby, set at \$ 1.00 on each one hundred dollars (\$100) of the taxable value of real and personal property not exempt from taxation by the constitution and laws of this state situated within the corporate limits of said City.

SECTION 2.

That there is hereby levied for the tax year 2017 upon all real and personal property not exempt from taxation by the constitution and laws of this state situated within the corporate limits of said City, and there shall be collected for the use and support of the municipal government of the City of Windcrest, Texas, to provide a sinking fund for the retirement of the bonded debt of said City and to provide for permanent improvements in said City, and said tax, so levied and collected, shall be apportioned to the specific purposes hereinafter set forth; to-wit:

- A. For the payment of current expenses and to be deposited in the general fund (for the purposes of maintenance and operations) _____ cents on each one hundred dollars (\$100) of the taxable value of such property; and,
- B. To provide for sinking funds for the payment of the principal and interest and the retirement of the bonded debt, and the same shall become due as shall be necessary to pay the principal and interest of the current year as follows:

_____ cents per one hundred dollars (\$100) valuation.

SECTION 3.

That the Bexar County Tax Assessor and Collector is hereby authorized to assess and collect the taxes of said City employing the above tax rate.

SECTION 4.

That the Municipal finance Officer of said City shall keep accurate and complete records of all monies collected under this Ordinance and the purposes for which same are expended.

SECTION 5.

That monies collected pursuant to this Ordinance shall be expended as set forth in the City of Windcrest's FY 2017-2018 Annual Budget.

SECTION 6.

That all monies collected which are not specifically appropriated shall be deposited in the general fund.

SECTION 7.

That this ordinance shall take effect and be in full force and effect from and after its passage and approval according to law.

PASSED, APPROVED AND ADOPTED this [REDACTED]th day of August, 2017, at a regular meeting of the City Council of the City of Windcrest, Texas, which meeting was held in compliance with the Open Meetings Act, *Tex. Gov't Code* 551.001, et.seq., at which meeting a quorum was present and voting.

Alan Baxter, Mayor

ATTEST:

Kelly Rodriguez, City Secretary



Ad Valorem

Work in progress, waiting for final numbers from BCAD, Ad Valorem analysis will be included with the approved budget.

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ORDINANCE NO. _____

AN ORDINANCE SETTING FEES FOR VARIOUS CITY SERVICES AND CONSOLIDATING THOSE FEES FOR CONVENIENCE; AMENDING VARIOUS CITY ORDINANCES; AND CONTAINING A SEVERABILITY CLAUSE AND AN EFFECTIVE DATE.

WHEREAS, the City of Windcrest has adopted numerous ordinances that provide for various fees and charges that are subject to change from time to time; and

WHEREAS, the City has determined that it would be convenient to consolidate those fees in one ordinance that can be reviewed and amended as needed from time to time; and

WHEREAS, the City has adopted a budget for the upcoming fiscal year that incorporates the fees and charges specified herein; and

WHEREAS, the City has determined that the fees and charges specified herein are reasonable, necessary, fair and designed to fund the various activities to which they pertain; and

WHEREAS, the City has conducted a public hearing at which the fees imposed herein were made known to the public and the governing body; and

WHEREAS, the City has determined that the fees set forth herein will promote the health, safety, and welfare of the citizens of Windcrest; and

WHEREAS, this ordinance was adopted at a meeting of the Windcrest City Council held in strict compliance with the Texas Open Meetings Act at which a quorum of the City Council was present and voting;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WINDCREST, TEXAS:

SECTION 1. Rates Imposed.

The City hereby adopts the Fee Schedule attached as Exhibit “A” hereto and imposes the fees set forth therein upon the services, activities, events, materials, and supplies that are described therein. These rates shall be collected by the City in accordance with the various City ordinances that more particularly describe each of the fees.

SECTION 2. Ordinances Amended.

Each City ordinance that originally provided a fee, charge, or fine that is mentioned on Exhibit "A" is hereby amended as shown on Exhibit "A."

SECTION 3. Severability.

Should any portion or part of this ordinance be held for any reason invalid or unenforceable by a court of competent jurisdiction, the same shall not be construed to affect any other valid portion hereof, but all valid portions hereof shall remain in full force and effect.

SECTION 4. Effective Date.

This Ordinance shall be effective upon its passage.

PASSED AND APPROVED THE th day of August, 2017.

CITY OF WINDCREST, TEXAS

By: _____
Alan Baxter, Mayor

ATTEST:

Kelly Rodriguez, City Secretary

City of Windcrest
Fee Schedule
Fiscal Year 2017-2018
Ordinance

Building and Building Code

Residential Remodels

Foundation	\$5.00
Driveways	\$5.00
Sidewalks	\$5.00
Re-roofs	\$5.00
Fences	\$5.00
Assessory Buildings	\$5.00
Other remodel not listed below	\$5.00

Building Permit Fees

\$500 or less of total value of construction	\$24
\$501 to \$2,000 of total value of construction	\$23.50 + \$3.05 for each hundred or fraction thereof over \$500.00
\$2,001 to \$25,000 of total value of construction	\$69.25 + \$14.00 for each thousand or fraction thereof over \$2,000.00
\$25,001 to \$50,000 of total value of construction	\$391.75 + \$10.10 for each thousand or fraction thereof over \$25,000.00
\$50,001 to \$100,000 of total value of construction	\$643.75 + \$7.00 for each thousand or fraction thereof over \$50,000.00
\$100,001 to \$500,000 of total value of construction	\$993.75 + \$5.60 for each thousand or fraction thereof over \$100,000.00
\$500,001 to \$1,000,000 of total value of construction	\$3,233.75 + \$4.75 for each thousand or fraction thereof over \$500,000.00
\$1,000,000 and higher of total value of construction	\$5,608.75 + \$3.65 for each thousand or fraction thereof over \$1,000,000.00
Re-Roof	\$50
Curb cuts	\$50
Certificate of Occupancy (Non-Refundable)	\$100
Variance Request	\$150
Moving Permit	\$100

Demolition Permit \$50.00 for the first 1,000 square feet + \$0.50 per square foot over 1,000 square feet
 Fee shall be equal to 1/2 of the building permit fee. Such plan checking fee is in addition to the permit fee.

Plan Checking Fee Where work for which a permit is required started or proceeds prior to obtaining said permit, the fees herein specified shall be doubled, but the payment of such double fee shall not relieve any person from fully complying with the requirements of the code in the execution of the work nor from any other penalties prescribed herein. A fee of \$100.00 shall be assessed for any proceeding with any work without having an approved inspection at the required stage of construction.

Non-Compliance Fee
 Re-Inspection Fee (for failed inspections) \$75.00 per failed inspection
 Failure to correct Code Violations \$100.00

Plumbing Permits

Plumbing Permits Base Fee	\$30.00 Plus
Water Softener	\$5.00
House Sewer	\$5.00
Water Heater	\$15.00
Gas Test	\$5.00 for one to four outlets + \$1.00 for each additional outlet.
Fuel tanks	\$25.00 for -0- to 1,000 gallons and \$35.00 for 1,001 and over gallons
Fixture or Trap Repair	\$5.00
New fixtures	\$10.00 each fixture
Water line	\$5.00
Grease Trap	\$30
Shower Pan	\$30
Vacuum Breakers	\$5.00 for up to five, \$2.00 each additional breaker over five
Irrigation/Sprinklers/Fire System	\$1.00 per head \$5.00 for one to four outlets, inclusive, and \$1.00 for each additional unit.
Water Piping	\$5.00
Fire Sprinkler System	\$1.50 per head

HVAC / Mechanical Permit Fee

\$30.00 + \$10.00 for the first \$1,000 or fraction thereof, of valuation of the installation plus \$10.00 for each additional \$1,000 or fraction thereof.

Electrical Permit Fee - Base Fee

Swimming Pool	\$30.00 + \$45
Temporary Meter Loop	\$30
First 20 fixtures	25.00 + \$.06 for each additional (includes receptacle, switch and outlets)
Signs	\$30

Alarm Permits

3 or less False Alarms within perceeding 12 Months	\$0
4 or 5 False Alarms within perceeding 12 Months	\$50
6 or 7 False Alarms within perceeding 12 Months	\$75
8 or more False Alarms within perceeding 12 Months	\$100

City of Windcrest
Fee Schedule
Fiscal Year 2017-2018
Ordinance

Garage Sale

Garage Sale Permit	\$10
Estate Sale Permit	\$25

Animal Control

Pet Tag -- Sterilized and Microchipped	Free
Pet Tag -- Sterilized	\$5
Pet Tag -- Not Sterilized	\$10
Duplicate Pet Tag	\$2
1st Time Dog is reclaimed	\$0 Warning and free ride home, 1 dog per address
2nd Time Dog is reclaimed	\$35
3rd Time Dog is reclaimed	\$75
4th Time Dog is reclaimed & subsequent times	\$200
The owner will also pay all boarding fees	
Dog(s) captured not having registered with the City an additional No proof of vaccination cost will be paid by owner	\$10

Other Fees & Citations:

Inadequate care and shelter	Citation
Improper animal transport	Citation
Animal cruelty	Citation
Dog off lease	Citation

Deposits

Rabies Vaccination:	\$50
Sterilization:	
Male Cat	\$75
Female Cat	\$90
Male Dog	\$75
Female Dog	\$90

Notary Fees

Protesting a bill or not for non-acceptance or non-payment, register & seal	\$0.00
Each notice of protest	\$0.00
Protesting in all other cases	\$0.00
Certificate and seal to a protest	\$0.00
Taking the acknowledgment or proof of any deed or other instrument in writing, for registration, including certificate and seal:	
(1) for the first signature	\$0.00
(2) for each additional signature	\$0.00
Administering an oath or affirmation with certificate and seal	\$0.00
All certificates under seal not otherwise provided for	\$0.00
Copies of all records, and papers in the Notary Public's Office, for each page	\$0.00
Taking the depositions of witnesses, for each 100 words	\$0.00
Swearing a witness to a deposition, certificate, seal, and other business connected with taking the deposition	\$0.00
All notarial acts not provide for	\$0.00

Charges for Public Information Request

Standard Paper Copy	\$0.10
Nonstandard Copy	
Diskette	\$1.00
Magnetic Tape	actual cost
Data Cartridge	actual cost
Tape Cartridge	actual cost
Rewritable CD	\$1.00
Non-Rewritable CD	\$1.00
Digital Video Disc	\$1.00
JAZ Drive	actual cost
Other Electronic Media	actual cost
VHS Video Cassette	\$2.50
Audio Cassette	\$1.00
Oversize Paper Copy (e.g. 11x17, greenbar, ect...)	\$0.50

City of Windcrest
Fee Schedule
Fiscal Year 2017-2018
Ordinance

Swimming Pool Fees

Daily Fee	\$3.00
Resident:	
Single	\$60.00
Couple	\$90.00
Family	\$120.00
Swim Lessons 2week 1hour daily session	\$40.00
Non-Resident:	
Single	\$125.00
Couple	\$145.00
Family	\$170.00
Swim Lessons 2week 1hour daily session	\$50.00
Swim Team	
1 Participant in Family	\$86.00
Each additional member of the Family	\$76.00
Pool Parties	
3 hours	
10-25 guests	\$100.00
Additional hours -(per Hour)	\$30.00
26-50 guests	\$125.00
Additional hours -(per Hour)	\$30.00
51-75 guests	\$197.50
Additional hours -(per Hour)	\$37.50
76-100 guests	\$245.00
Additional hours -(per Hour)	\$45.00
Camps, daycares, other type organizations	
Per Person	\$2.00

Civic Center Fees

Windcrest Resident:	
Deposit	\$100 –Refundable after event
Rental	\$50 per hour minimum 4 hour rental
Cleaning	\$100.00
Sound System Deposit	\$100-Refundable after event
*Security	\$35 per hour
Optional Set Up Fee by Civic Center Tech	\$25 per hour (this can be deducted from deposit)
Non-Resident:	
Deposit	\$300-Refundable after event
4 hours facility use, kitchen use, audio system use, and cleaning	\$1,200.00
*Security	\$35 per hour

Schools and Churches receive the Windcrest Resident Rate

Civic Clubs

Usage Fee	\$25 per meeting
Usage Fee	\$50 for banquet/fundraiser event
No Cleaning Fee	No Cleaning Fee
*Security	\$25 per hour

*Security Fee is only paid when an event will be serving alcohol.

Vehicle Storage Fees

Small (size 8'x15')	\$120
Medium (size 10'x20')	\$180
Large (size 12'x33')	\$240
Large (size 12'x33') with Electricity	\$300
X-Large (size 12'x40')	\$312
X-Large (size 12'x40') with Electricity	\$372
Deposit	\$50

Sanitation Rates

Type		2014/15	2015/16	2016/17	2017-2018	Council Reduction to Residential Rate	Revised 2013- 14
Residential 6 Month Rate		112.32	104.82	107.40	107.40	25%	84.24
Size	Freq						
2yd	1	63.00	65.54	80.22	80.22		
	2	115.36	120.01	146.90	146.90		
	3	167.68	174.45	213.53	213.53		
	4	220.00	228.87	280.14	280.14		
	5	272.34	283.33	346.80	346.80		
	6	324.67	337.77	413.43	413.43		
3yd	1	69.12	71.91	88.01	88.01		
	2	126.57	131.67	161.17	161.17		
	3	183.97	191.39	234.27	234.27		
	4	241.38	251.11	307.36	307.36		
	5	298.76	310.82	380.45	380.45		
	6	356.16	370.52	453.52	453.52		
4yd	1	75.31	78.34	95.89	95.89		
	2	137.78	143.34	175.45	175.45		
	3	200.25	208.32	254.99	254.99		
	4	262.74	273.35	334.58	334.58		
	5	325.19	338.31	414.09	414.09		
	6	387.69	403.32	493.67	493.67		
6yd	1	104.13	108.33	132.60	132.60		
	2	183.93	191.35	234.21	234.21		
	3	264.04	274.69	336.22	336.22		
	4	326.77	339.95	416.10	416.10		
	5	382.70	398.14	487.32	487.32		
	6	471.98	491.03	601.02	601.02		
8yd	1	123.34	128.3	157.04	157.04		
	2	209.51	217.97	266.80	266.80		
	3	293.12	304.95	373.26	373.26		
	4	363.13	377.77	462.40	462.40		
	5	464.04	482.76	590.90	590.90		
	6	557.50	579.99	709.91	709.91		
10yd	1	161.71	168.23	205.91	205.91		
	2	257.53	267.92	327.94	327.94		
	3	356.08	370.43	453.41	453.41		
	4	452.39	470.64	576.06	576.06		
	5	550.95	573.17	701.57	701.57		
	6	647.24	673.36	824.19	824.19		
30yd	container						
	container & compactor						
	per pick up						
40yd	container						
	container & compactor						
	per pick up						
hand							
pick up	1	22.46	23.36	28.60	28.60		
	2	38.08	39.61	48.49	48.49		
on call		34.12	35.49				

Call for Pricing

what the City Charges

ORDINANCE NO. _____

**AN ORDINANCE ADOPTING AN ORGANIZATIONAL
CHART AND DEPARTMENTAL CLASSIFICATIONS**

WHEREAS, the City Charter requires the City Council to establish the city's organizational chart and departmental classifications in Section 3.03 (3) and Section 5.01.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF
THE CITY OF WINDCREST THAT** the attached organizational chart with departmental classifications is hereby approved and adopted as required by the City Charter and that the previous organizational charts are repealed.

This ordinance shall take effect upon its final passage, and it is so ordained.

PASSED and ADOPTED this the day of , 2017.

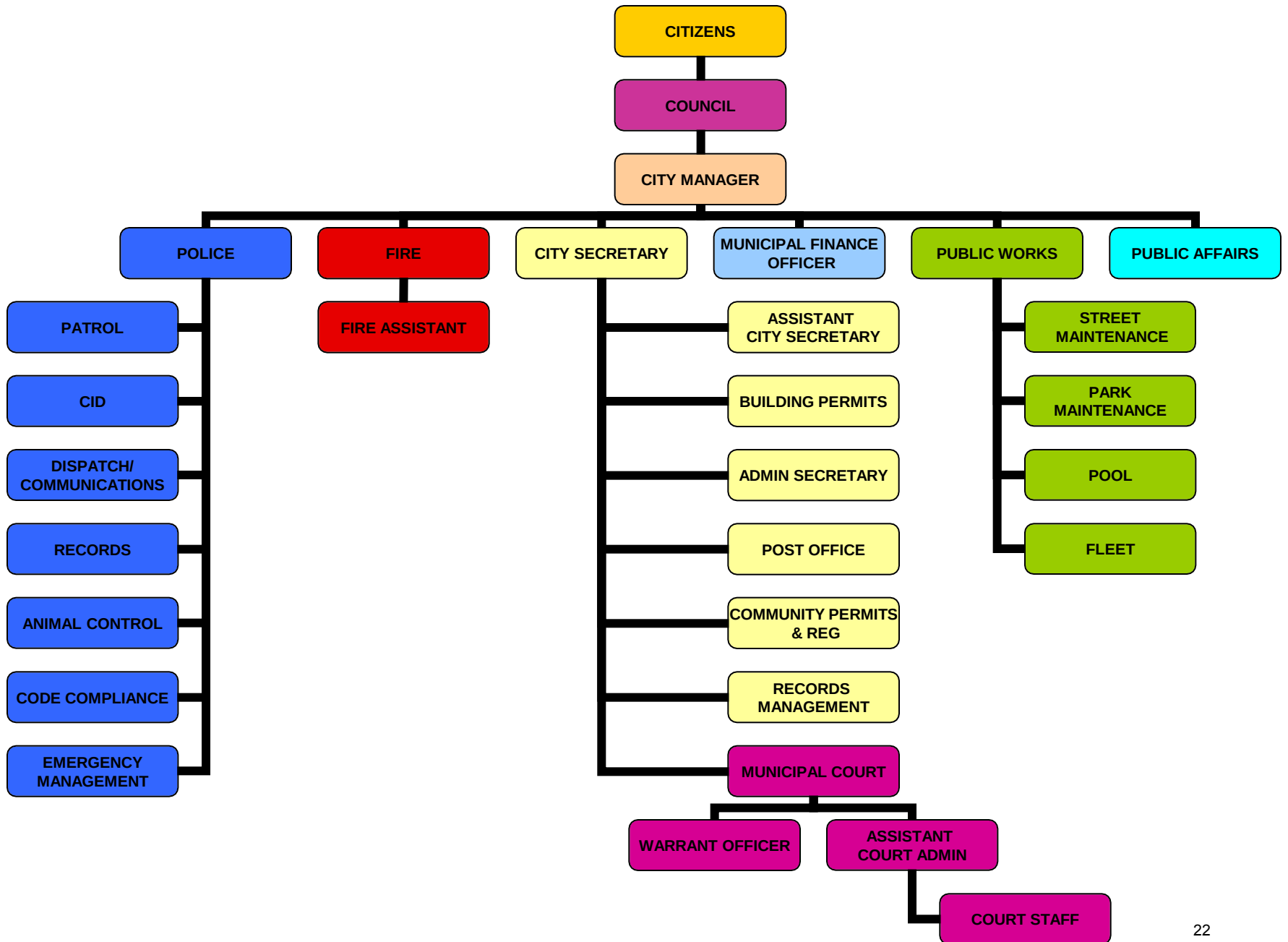
Alan Baxter, Mayor

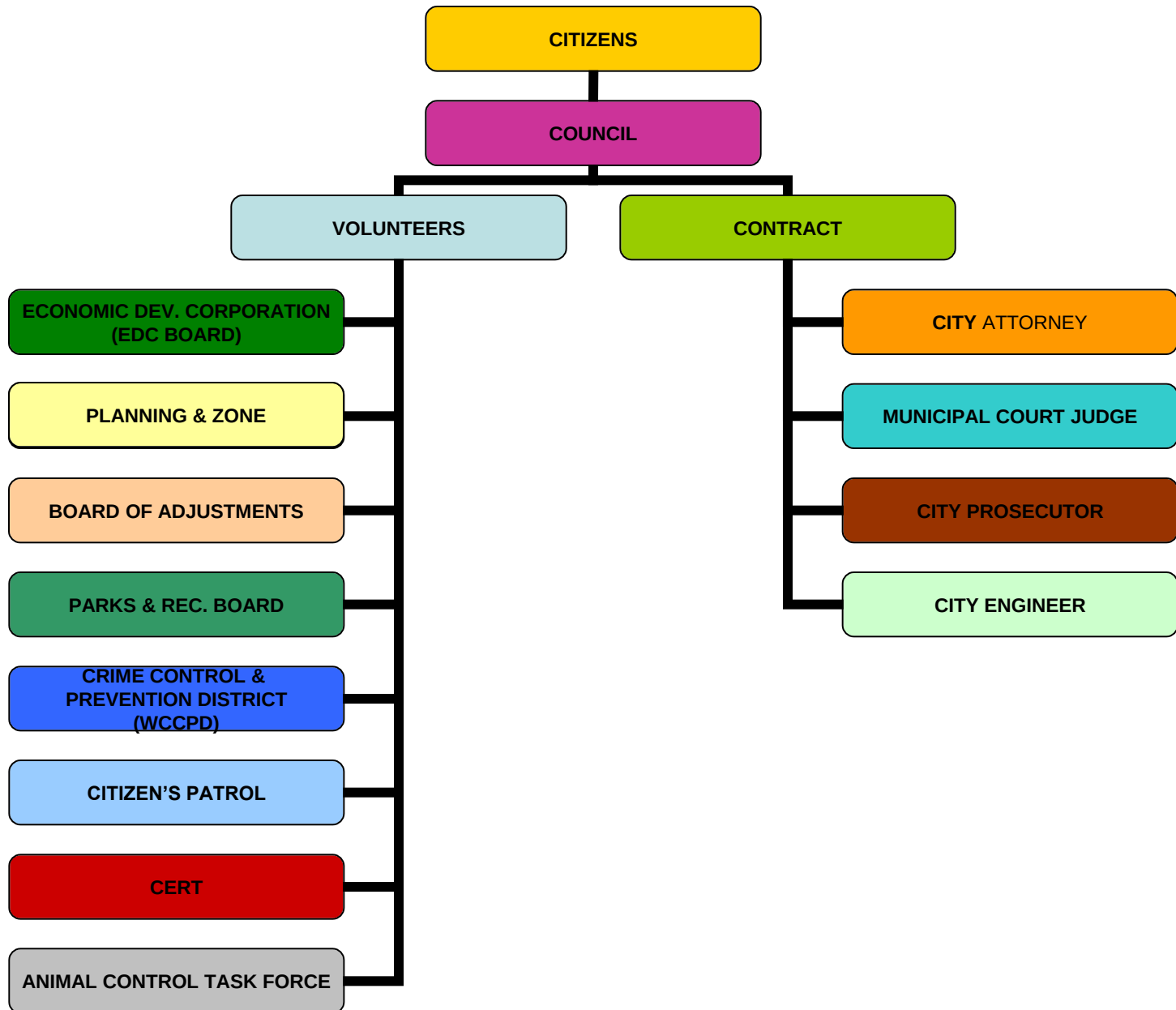
ATTEST:

Kelly Rodriguez, City Secretary

APPROVED AS TO FORM:

Michael S. Brenan, City Attorney





Personnel Summary

Dept. #	Position Count (General Fund)	Title	
01-525	City Manager	City Manager	1
01-504	Public Affairs / Marketing Event Specialist	Public Affairs / Marketing Event Specialist	0.5
01-501/01-508	City Secretary	City Secretary	1
01--501	Admin Records Clerk/Asst. City Secretary	Admin Records Clerk/Asst. City secretary	1
01-508	Admin Clerk	Admin Clerk	1
01-501	Administrative Receptionist	Administrative Receptionist	1
01-508	Court Clerk	Court Clerk	1
01-508	Court Clerk II	Court Clerk II	1
01-527	Postal Clerk	Postal Clerk	1
01-502	Police Chief	Police Chief	1
01-502	Lieutenant 1	Lieutenant	1
01-502	Lieutenant 2	Lieutenant/K9	1
01-502	Sergeant	Sergeant	1
01-502	Corporal-Investigations	Corporal	1
01-502	Corporal 2	Corporal	1
01-502	Corporal 3	Corporal	1
01-502	Corporal 4	Corporal	1
01-502	Corporal 5	Corporal	1
01-502	Patrol Officer 1	Detective	1
01-502	Patrol Officer 2	Patrol Officer /K9	1
01-502	Patrol Officer 3	Patrol Officer	1
01-502	Patrol Officer 4	Patrol Officer	1
01-502	Patrol Officer 5	Patrol Officer	1
01-502	Patrol Officer 6	Patrol Officer	1
01-502	Patrol Officer 7	Patrol Officer	1
01-502	Patrol Officer 8	Patrol Officer	1
01-502	Patrol Officer 9	Patrol Officer	1
01-502	Patrol Officer 10	Patrol Officer	1
01-502	Patrol Officer 11	Patrol Officer	1
01-502	Patrol Officer 12	Patrol Officer	1
01-502	Patrol Officer 13	Patrol Officer	1
01-519	Code Enforcement (Patrol Officer)	Code Enforcement (Patrol Officer)	1
01-517	Animal Control Officer 1	Animal Control Officer	1
01-517	Animal Control Officer 2	Animal Control Officer	1
01-502	Administrative Assistant	Administrative Assistant	1
01-502	Asst. Comm/Records Admin	Asst. Comm/Records Admin	1
01-502	Dispatcher 1	Dispatcher	1
01-502	Dispatcher 2	Dispatcher	1
01-502	Dispatcher 3	Dispatcher	1
01-502	Records Manager	Records Manager	1
01-508	Patrol Officer 14	Patrol Officer /Warrants	1
01-508	Patrol Officer 15	Patrol Officer /Warrants	1
01-503	Fire Chief	Fire Chief	1
01-503	Fire Administrative Asst./Permit Clerk	Fire Administrative Asst./Permit Clerk	1
01-503	Station Tech (part-time)	Station Tech (part-time)	0.5
01-516	Public Works Director	Public Works Director	1
01-516	Public Works Crew Chief	Public Works Crew Chief	1
01-516	Public Works Tech 1	Public Works Tech I	1
01-516	Public Works Tech 2	Public Works Tech I	1
01-516	Public Works Tech 3	Public Works Tech I	1
01-516	Public Works Tech 4	Public Works Tech I	1
01-516	Public Works Tech 5	Public Works Tech I	1
01-516	Public Works Tech 6	Public Works Tech I	1
01-516	Public Works Tech 7	Public Works Tech I	1
01-516	Public Works Tech 8	Public Works Tech II	1
01-516	Public Works Tech 9	Public Works Tech III	1
01-516	Public Works Tech 10	Public Works Tech IV	1
01-507	Fleet Mechanic	Fleet Mechanic	1
01-520	Municipal Finance Officer	Municipal Finance Officer	1
01-520	Accountant / Purchaser	Accountant / Purchaser	1
01-520	Accountant 1	Accountant	1
01-520	Accountant 2	Accountant	1
Total General Fund:			61
	Position Count (WCCPD)	Title	
18-500	Police Communication Supervisor	Police Communication Supervisor	1
18-500	Detective / CID	Detective / CID	1
18-500	Patrol Officer 16	Patrol Officer/K9	1
18-500	Dispatcher 4	Dispatcher	1
Total WCCPD:			4
	Position Count (EDC)	Title	
13-500	EDC Director	EDC Director	1
13-500	Administrative Assistant (part time)	Administrative Assistant (part time)	1
Total EDC:			2
Total Position Count FY 17-18 (GF, WCCPD, EDC):			67

Contract employees/Seasonal								
01-514	City Attorney	City Attorney					0.5	
01-514	IT Support	IT Support					0.5	
01-501	Fire Inspector	Fire Inspector					0.5	
01-501	Building Inspector	Building Inspector					0.5	
01-514	Food Inspector	Food Inspector					0.5	
01-508	Judge	Judge					0.5	
01-508	Prosecutor	Prosecutor					0.5	
01-527	Postal Clerk Seasonal	Postal Clerk Seasonal					0.5	
01-526	POOL MANAGER / LIFEGUARD (SEASONAL)						1	
01-526	POOL SUPERVISOR / LIFEGUARD (SEASONAL)						2	
01-526	LIFE GUARDS (SEASONAL)						16	
			FY2010-11	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17
Total Employees for the City of Windcrest			59.5	65.00	66.2	65.5	66	67

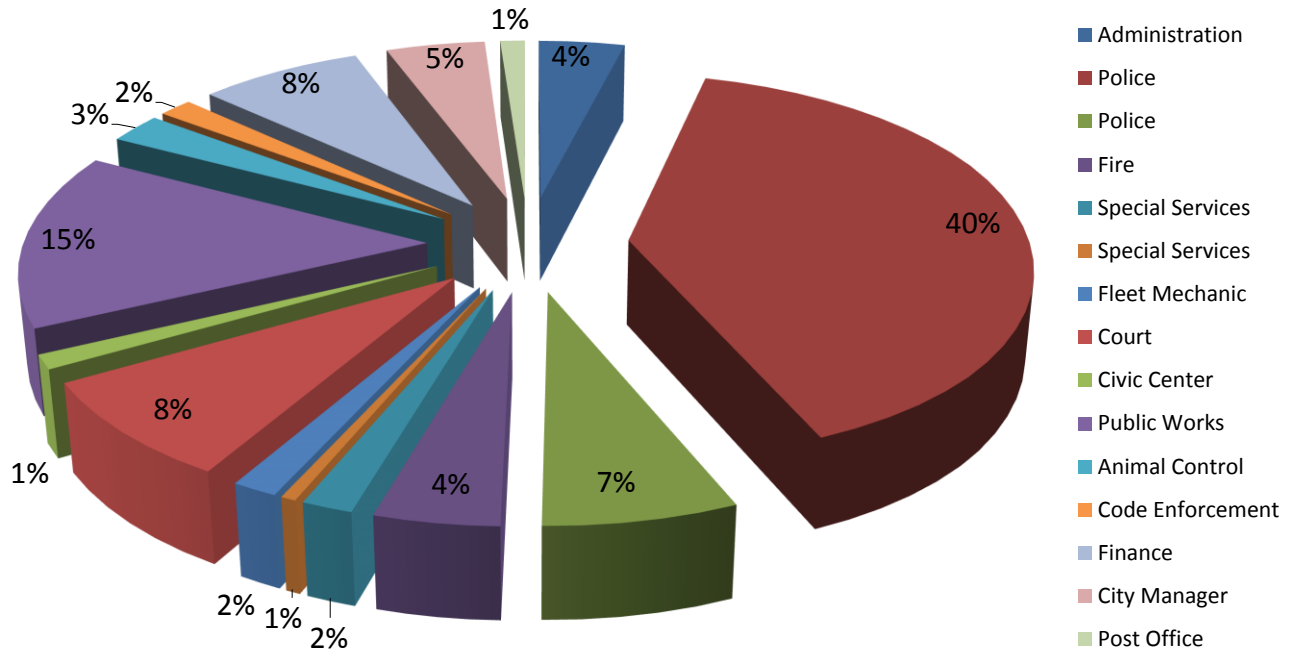
* Difference between FY 14-15 and FY 15-16 converted the part time Animal Control Officer to a Full Time Position

* A Police Officer position was added due to the deployment of one of our current police officers. Deployment continues through the FY 16-18.

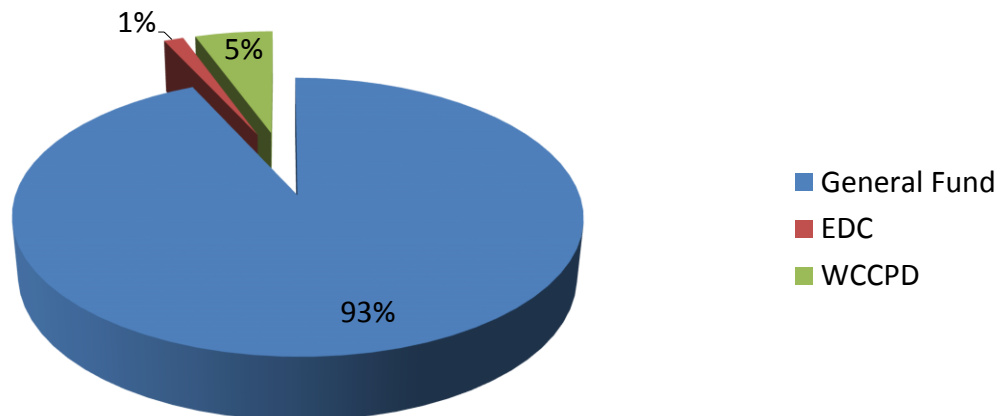
Personnel FY 2017-2018

Row Labels	Sum of Annual	Sum of FICA	Sum of Retirement	Sum of Insurance	Sum of Total Package
01-501-010	107,609.84	9,146.84	9,684.89	21,281.55	147,723.11
Admin Records Clerk	48,552.14	4,126.93	4,369.69	7,093.85	64,142.61
Administrative Receptionist	29,993.60	2,549.46	2,699.42	7,093.85	42,336.33
City Secretary	29,064.10	2,470.45	2,615.77	7,093.85	41,244.17
01-502-010	1,116,969.62	94,942.42	100,527.27	163,158.55	1,475,597.85
Administrative Assistant	39,000.00	3,315.00	3,510.00	7,093.85	52,918.85
Asst. Comm/Records Admin	41,558.40	3,532.46	3,740.26	7,093.85	55,924.97
Corporal 1	49,108.80	4,174.25	4,419.79	7,093.85	64,796.69
Corporal 3	43,638.40	3,709.26	3,927.46	7,093.85	58,368.97
Corporal 4	49,816.00	4,234.36	4,483.44	7,093.85	65,627.65
Corporal 5	49,108.80	4,174.25	4,419.79	7,093.85	64,796.69
Detective Corporal 2	49,816.00	4,234.36	4,483.44	7,093.85	65,627.65
Lieutenant 1	65,894.40	5,601.02	5,930.50	7,093.85	84,519.77
Lieutenant 2	61,517.56	5,228.99	5,536.58	7,093.85	79,376.98
Patrol Officer 1	50,273.60	4,273.26	4,524.62	7,093.85	66,165.33
Patrol Officer 10	43,638.40	3,709.26	3,927.46	7,093.85	58,368.97
Patrol Officer 11	43,638.40	3,709.26	3,927.46	7,093.85	58,368.97
Patrol Officer 12	43,201.60	3,672.14	3,888.14	7,093.85	57,855.73
Patrol Officer 2	41,558.40	3,532.46	3,740.26	7,093.85	55,924.97
Patrol Officer 3	42,348.80	3,599.65	3,811.39	7,093.85	56,853.69
Patrol Officer 4	43,638.40	3,709.26	3,927.46	7,093.85	58,368.97
Patrol Officer 5	43,638.40	3,709.26	3,927.46	7,093.85	58,368.97
Patrol Officer 6	43,638.40	3,709.26	3,927.46	7,093.85	58,368.97
Patrol Officer 7	43,638.40	3,709.26	3,927.46	7,093.85	58,368.97
Patrol Officer 8	41,558.40	3,532.46	3,740.26	7,093.85	55,924.97
Patrol Officer 9	43,638.40	3,709.26	3,927.46	7,093.85	58,368.97
Police Chief	88,023.26	7,481.98	7,922.09	7,093.85	110,521.18
Seageant	55,078.40	4,681.66	4,957.06	7,093.85	71,810.97
01-502-012	181,147.20	15,397.51	16,303.25	35,469.25	248,317.21
Dispatcher 1	32,136.00	2,731.56	2,892.24	7,093.85	44,853.65
Dispatcher 2	36,566.40	3,108.14	3,290.98	7,093.85	50,059.37
Dispatcher 3	32,136.00	2,731.56	2,892.24	7,093.85	44,853.65
Patrol Officer 13	38,147.20	3,242.51	3,433.25	7,093.85	51,916.81
Records Manager	42,161.60	3,583.74	3,794.54	7,093.85	56,633.73
01-503-010	123,765.98	10,520.11	11,138.94	14,187.70	159,612.73
Fire Administrative Asst./Permit Clerk	29,993.60	2,549.46	2,699.42	7,093.85	42,336.33
Fire Chief	59,493.98	5,056.99	5,354.46	7,093.85	76,999.28
Station Tech (part-time)	34,278.40	2,913.66	3,085.06	-	40,277.12
01-504-009	49,774.40	4,230.82	4,479.70	7,093.85	65,578.77
Public Affairs / Marketing Event Specialist	49,774.40	4,230.82	4,479.70	7,093.85	65,578.77
01-504-010	11,520.00	979.20	-	7,093.85	19,593.05
Council Member Place 1	1,440.00	122.40	-	-	1,562.40
Council Member Place 3	1,440.00	122.40	-	-	1,562.40
Council Member Place 5	1,440.00	122.40	-	-	1,562.40
Mayor	7,200.00	612.00	-	7,093.85	14,905.85
01-507-010	43,617.60	3,707.50	3,925.58	7,093.85	58,344.53
Fleet Mechanic	43,617.60	3,707.50	3,925.58	7,093.85	58,344.53
01-508-010	262,413.58	22,305.15	23,617.22	35,469.25	309,654.89
Admin Clerk	35,900.80	3,051.57	3,231.07	7,093.85	49,277.29
City Secretary	29,064.10	2,470.45	2,615.77	-	-
Court Clerk	29,993.60	2,549.46	2,699.42	7,093.85	42,336.33
Court Clerk II	39,520.00	3,359.20	3,556.80	7,093.85	53,529.85
Judge	23,062.78	1,960.34	2,075.65	-	27,098.77
Patrol Officer 14	42,348.80	3,599.65	3,811.39	7,093.85	56,853.69
Patrol Officer 15	42,806.40	3,638.54	3,852.58	7,093.85	57,391.37
Prosecutor	19,717.10	1,675.95	1,774.54	-	23,167.59
01-511-010	41,465.60	2,708.58	2,867.90	7,093.85	44,535.93
City Secretary	9,600.00	-	-	-	-
Public Works Tech I	31,865.60	2,708.58	2,867.90	7,093.85	44,535.93
01-516-010	399,417.46	33,950.48	35,947.57	78,032.35	547,347.87
Public Works Tech I	152,900.80	12,996.57	13,761.07	35,469.25	215,127.69
Public Works Tech II	29,993.60	2,549.46	2,699.42	7,093.85	42,336.33
Public Works Tech III	31,616.00	2,687.36	2,845.44	7,093.85	44,242.65
Public Works Tech IV	37,835.20	3,215.99	3,405.17	7,093.85	51,550.21
Public Works Crew Chief	48,552.14	4,126.93	4,369.69	7,093.85	64,142.61
Public Works Director	68,526.12	5,824.72	6,167.35	7,093.85	87,612.04
Public Works Tech 1	29,993.60	2,549.46	2,699.42	7,093.85	42,336.33
01-517-010	67,433.60	5,731.86	6,069.02	14,187.70	93,422.18
Animal Control Officer 1	35,443.20	3,012.67	3,189.89	7,093.85	48,739.61
Animal Control Officer 2	31,990.40	2,719.18	2,879.14	7,093.85	44,682.57
01-519-010	43,638.40	3,709.26	3,927.46	7,093.85	58,368.97
Code Enforcement (Patrol Officer)	43,638.40	3,709.26	3,927.46	7,093.85	58,368.97
01-520-010	214,485.18	18,231.24	19,303.67	28,375.40	280,395.49
AP/Utilities Clerk	41,600.00	3,536.00	3,744.00	7,093.85	55,973.85
Asst. Municipal Finance Officer	56,099.94	4,768.49	5,048.99	7,093.85	73,011.28
Municipal Finance Officer	77,265.24	6,567.55	6,953.87	7,093.85	97,880.51
Payroll Clerk	39,520.00	3,359.20	3,556.80	7,093.85	53,529.85
01-525-010	138,694.66	11,789.05	12,482.52	7,093.85	170,060.08
City Manager	138,694.66	11,789.05	12,482.52	7,093.85	170,060.08
01-527-010	29,993.60	2,549.46	2,699.42	7,093.85	42,336.33
Postal Clerk	29,993.60	2,549.46	2,699.42	7,093.85	42,336.33
13-500-009	47,132.80	4,006.29	4,241.95	-	55,381.04
Admin asst.	47,132.80	4,006.29	4,241.95	-	55,381.04
18-500-009	161,699.20	13,744.43	14,552.93	28,375.40	218,371.96
Detective	43,638.40	3,709.26	3,927.46	7,093.85	58,368.97
Dispatcher 4	32,136.00	2,731.56	2,892.24	7,093.85	44,853.65
Patrol Officer / K-9 Handler 16	43,638.40	3,709.26	3,927.46	7,093.85	58,368.97
Police Communication Supervisor	42,286.40	3,594.34	3,805.78	7,093.85	56,780.37
Grand Total	3,040,778.72	257,650.19	271,769.28	468,194.10	3,994,641.98

General Fund Personnel Expense by Dept. FY 2017-2018



Personnel Expense by Fund FY 2017-2018



City of Windcrest

Projected General Fund Summary by Department

Fiscal Year 2016-2017, 2017-2018

10-Jul-17

		16/17 Projected Year End	17/18 Proposed
General Fund			
	<u>Fund Balance (as per Audit)</u>	<u>2,576,146.00</u>	<u>2,378,738.00</u>
	Revenues*	6,582,257.00	6,598,780.00
	Admin	265,455.00	241,023.00
	Police	2,118,919.00	2,075,487.00
	Fire	352,974.00	382,673.00
	Special Services	218,809.00	232,978.00
	Parks	488,543.00	267,543.00
	Fleet Mechanic	206,664.00	185,395.00
	Court	345,794.00	404,783.00
	Facility Division	186,500.00	175,000.00
	Civic Center	129,730.00	111,436.00
	Contract Services	440,677.00	446,046.00
	Tech Support	315,500.00	277,000.00
	Public Works	681,763.00	720,417.00
	Animal Control	162,328.00	164,422.00
	Code Enforcement	64,135.00	65,134.00
	Finance	311,282.00	324,045.00
	City Manager	180,265.00	185,360.00
	Pool	106,031.00	103,325.00
	Post Office	65,796.00	66,836.00
	Human Resources*	138,500.00	80,000.00
	CIP	-	-
Ending Fund Balance		2,378,738.00	2,468,615.00
Total Expenditures*		6,779,665.00	6,508,903.00
Revenue over/(under) expenditures		-\$197,408.00	\$89,877.00
* Budget Amnedment. Ord. 2016-740(O)			
	Lights project		
	Little League Project		
Projected Fund Balance year end FY 17-18*			2,468,615.00
Restricted Fund Balance (25 %-APPROVED ON 9/20/16)			1,627,225.75
Unrestricted Fund Balance (FY 17-18 Ending Fund Balance - 25% Restricted Fund Balance)			841,389.25
Total Fund Balance year end FY 17-18			2,468,615.00

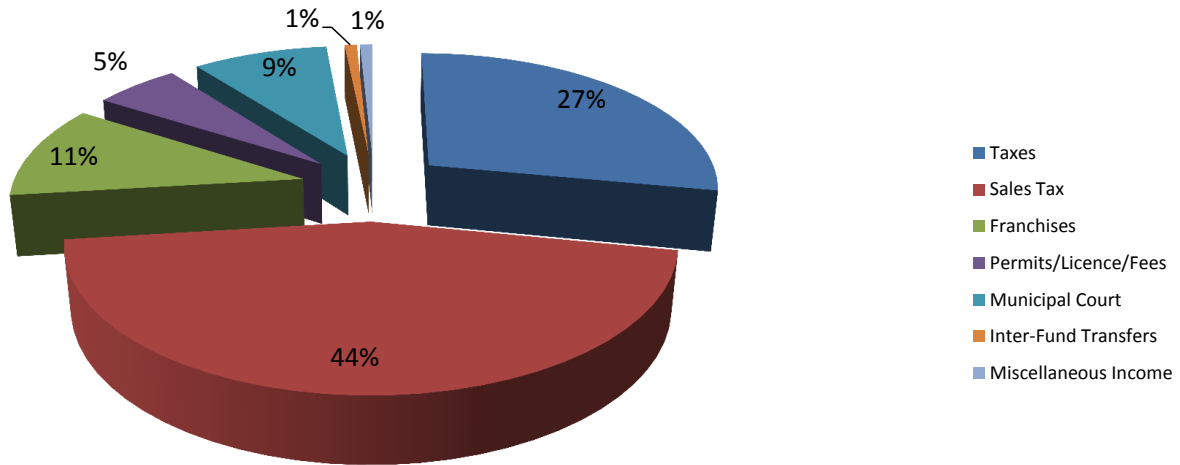
* City Charter . Article VI- Finance. Section 6.12 Reserve Fund

http://windcresttx.granicus.com/MediaPlayer.php?view_id=8&clip_id=1781

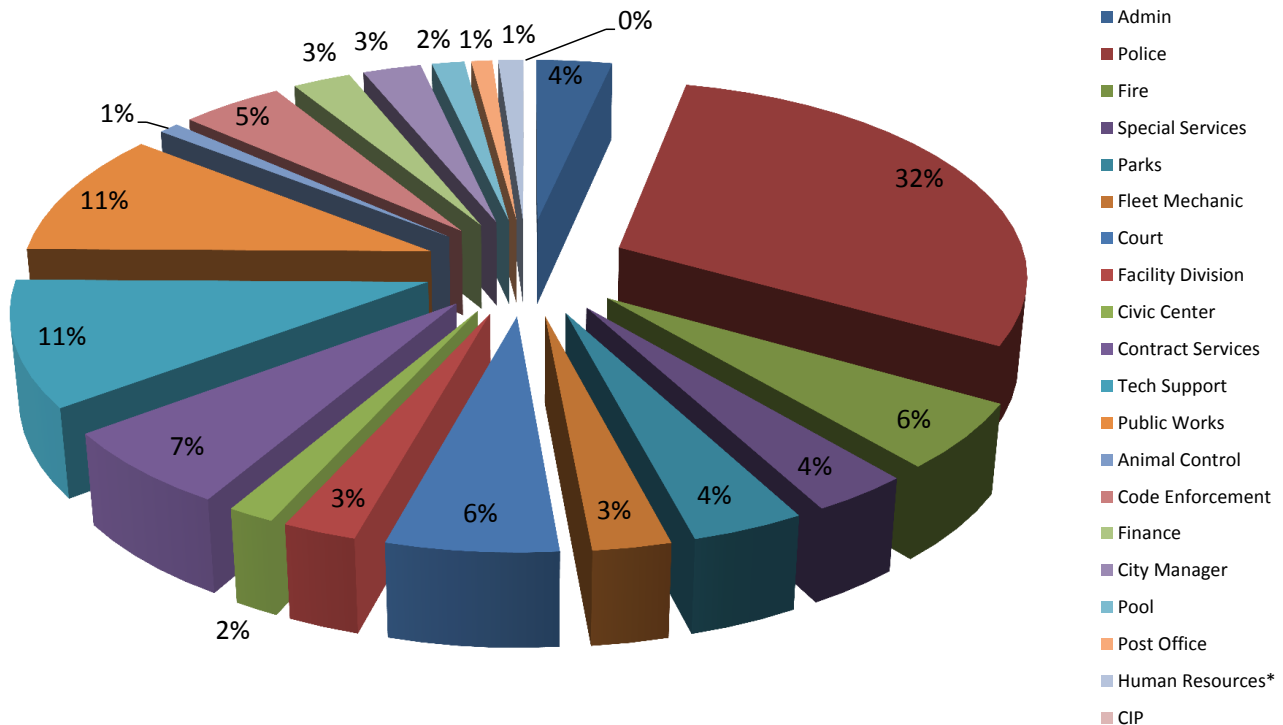
General Fund Revenues FY 2017-2018

Taxes	1,787,485.00
Sales Tax	2,872,741.00
Franchises	695,073.00
Permits/Licence/Fees	353,411.00
Municipal Court	563,896.00
Inter-Fund Transfers	275,000.00
Miscellaneous Income	51,174.00
Total	6,598,780.00

General Fund Revenues FY 2017-2018



General Fund Expenditures by Dept. FY 2017-2018



City of Windcrest Fiscal Year 2017-18 Request for funding General Fund

10-Jul-17

Item(s)		Approved	Staff Recommendation	Mr. Jacobi	Mr. Shelton	Mr. Cockerham	Mr. McFall	Mr. Vandenberg
HRA	80,000.00		80,000.00					
Stipends								
-Option 600/1200	86,475.00							
-Option 900/1800	125,492.85		125,492.85					
-Option 1200/2400	167,323.80							
COLA								
-Option 3%	107,790.56		107,790.56					
-Option 4%	143,644.48							
-Option 5%	179,498.40							
Insurance 20% increase	95,057.59		95,057.59					
ADP								
Total Benefits Increase			\$ 408,341					
Items for FY 2017-18								
Public Safety Capital								
- Animal Control new van (approx.)	58,000.00							
Total Public Safety Capital	58,000.00	-	-					
FD Capital								
-Uniforms-VFD personnel	10,000.00							
-Fire Privement Materials	3,000.00							
-Protective Clothing cleaning-repair	8,000.00							
-Vol. Firefighter Accidental &Dismemberment Life Insurance	3,500.00							
-Lucas Machine	25,000.00							
-Mobile Radios/Mobile Database terminals	60,000.00							
-1 Full time technician	51,036.97							
-Firefighter personal protective equipment	35,000.00							
Total FD	195,536.97	-	-					
PW Capital								
-Street Sweeper Lease Purchase approved FY 16-17	48,168.81	48,168.81	48,168.81					
-New Truck Ford F-150 (approx.)	38,000.00			Requested				
-Tiger Mower 62' deck (approx.)	10,000.00			Requested				
-Gator 4 passenger (approx.)	10,000.00			Requested				
-Full-time 2 positions	84,672.66							
Total PW	190,841.47	48,168.81	48,168.81					
Civic Center Capital								
-AC Units	45,000.00							
-General Building inmprovements	25,000.00							
Total Civic Center	70,000.00	-	-					
P&R Capital								
-Lights lease purchase approved FY 15-16	91,043.28	91,043.28	91,043.28					
-Restroom with ADA requirements (Option 1)	90,000.00							
-Concessions Stand w/restrooms and storage (Option 2)	150,000.00							
-Lighting of WLL fields	425,000.00							
-Senior Center	50,000.00							
-New aerator for the Parks/Ponds(5*3k)	15,000.00							
-Splash Pad	130,000.00							
-Soccer Field	100,000.00							
-Entrance Midcrown/Walzern	50,000.00							
-Entrance Windcrest/Windcrest Dr.	5,000.00							
-Entrance Crestway/Randolf Blvd.	5,000.00							
-Entrance Walzem/I35	5,000.00							
-Entrances Windrock/Montgomery	25,000.00							
-Entrances Crestway/Willmon Way	3,000.00							
Total P&R Capital	1,144,043.28	91,043.28	91,043.28					
GF contribution to the Streets CIP Fund 19 (ALL MIDCROWN)	400,000.00							
(\$1M street CIP-Sales Tax Street Fund approx. \$600K)								
GF contribution to the Streets CIP Fund 19 (HALF MIDCROWN)	-							
Total GF Contribution to the Streets CIP Fund 19	400,000.00	-	-					
Total proposed/approved for funding	2,058,421.72	139,212.09	547,553.09					
Funds available Unrestricted Fund Balance*	841,389.25	980,601.34	980,601.34					
Total Funds Available	841,389.25	841,389.25	433,048.25					

* Ref. Projected General Fund Summary by Department FY 2016-2017, 2017-2018 Worksheet (including Street sweeper & P&R Lights)

Civic Center CIP Plan

		Civic Center Facility	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Building and Grounds		General building improvements		\$ 5,000	\$ 25,000			\$ 25,000		
		Landscaping		\$ 5,000		\$ 5,000		\$ 5,000		\$ 5,000
Equipment		New Stove		\$ 4,000						
		New Refrigerator		\$ 3,500						
		AC Units			\$ 45,000					\$ 45,000
		Warmer Oven		\$ 2,700						
		Ice Maker		\$ 3,500						
		Totals	\$ -	\$ 23,700	\$ 70,000	\$ 5,000	\$ -	\$ 30,000	\$ -	\$ 50,000

Park and Rec. CIP Plan

			FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
		Windcrest LL Baseball Fields								
Facilities		Fencing of the four fields		\$ 230,000						
		Dugouts and backstop	\$ 6,000							
		Buildings at the Baseball fields and Takas Park								
		Concession/Storage		\$ 90,000						
		Restrooms with all ADA requirements		\$ 80,000						
		Lighting for three fields		\$ 415,000						
		Windbrook Estates Park and Playground	\$ 57,000	\$ 50,000						
		Walking Trails and Playground at Takas Park			\$ 25,000	\$ 50,000	\$ 50,000			
Entrances		Walking Trails at between Autumn Sunset & Brook Falls Pond								
		Windrock/ Montgomery		\$ 25,000					\$ 5,000	
		Crestway/Willmon Way		\$ 3,000					\$ 5,000	
		Midcrown/Walzem			\$ 50,000					\$ 5,000
		Windcrest/Windcrest Dr.			\$ 5,000					\$ 5,000
		Crestway/Randolf Blvd.			\$ 5,000					\$ 5,000
		Walzem/I35			\$ 5,000					\$ 5,000
		Creastway from Kitty Hawk				\$ 5,000				\$ 5,000
		Eagle Crest from Weidner Rd.				\$ 5,000				\$ 5,000
Ponds		Windy Hollow					\$ 10,000			
		Brook Falls	\$ 128,000					\$ 10,000		
		Autumn Sunset	\$ 144,000					\$ 10,000		
		Lights for ponds Investment	\$ 46,000	\$ 91,100	\$ 91,100	\$ 91,100	\$ 91,100	\$ 46,000		
Totals			\$ 381,000	\$ 984,100	\$ 181,100	\$ 151,100	\$ 151,100	\$ 66,000	\$ 10,000	\$ 30,000

Public Works CIP Plan

		PW Department	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
		PW Department Building								
Building		Upgrade restrooms and building improvements			\$ 10,000					
		Pool								
		Pool Resurfacing	\$ 18,000	\$ 18,000			\$ 36,000			
		Pool fencing		\$ 3,000						
		Pool Pumps			\$ 15,000					
Equipment		Tiger Mower 72" deck		\$ 10,000	\$ 10,000	\$ 10,000		\$ 10,000		\$ 10,000
		Backhoe Loader current model Yr. a 2004					\$ 80,000			
		Street Sweeper current model Yr.is a 2003			\$ 90,000					
Vehicles		F250 3/4 4 door 4X4				\$ 40,000			\$ 42,000	
		Gator 4x4 Special Work Carts				\$ 12,000	\$ 12,000		\$ 12,000	
Totals			\$ 18,000	\$ 31,000	\$ 125,000	\$ 62,000	\$ 92,000	\$ 46,000	\$ 54,000	\$ 10,000

WINDCREST POLICE DEPARTMENT
FY2017-2018 PROPOSED CAPITAL EXPENDITURES BUDGET - (18) WCCPD

CAPITAL EXPENDITURE ITEM	QUARTER	PERIOD	QUANTITY	COST PER UNIT	TOTAL COST (ALL QUARTERS)	QUARTERLY TOTALS	ACTUAL COST	QUARTERLY GRAND TOTALS
2018 CHEVROLET TAHOE PPV - REPLACES UNIT 303	1	OCTOBER-DECEMBER	1	\$ 46,000.00	\$ 46,000.00	\$ 127,020.00	\$ -	\$ -
VEHICLE GRAPHICS			1	\$ 600.00	\$ 600.00		\$ -	
4RE MOBILE VIDEO EQUIPMENT TRANSFER			1	\$ 600.00	\$ 600.00			
VEHICLE LAPTOP			1	\$ 4,200.00	\$ 4,200.00		\$ -	
VEHICLE LAPTOP TRAY-PLATFORM			1	\$ 1,020.00	\$ 1,020.00		\$ -	
VEHICLE EQUIPMENT ORGANIZER			1	\$ 2,000.00	\$ 2,000.00		\$ -	
VEHICLE RADAR			2	\$ 2,300.00	\$ 4,600.00			
MOBILE ELECTRONIC CITATION EQUIPMENT			1	\$ 68,000.00	\$ 68,000.00		\$ -	
UNIFORM UPGRADES	2	JANUARY-MARCH	1	\$ 10,800.00	\$ 10,800.00	\$ 62,400.00	\$ -	\$ -
POLICE BIKE PATROL UPGRADES AND REPLACEMENTS			1	\$ 3,000.00	\$ 3,000.00		\$ -	
RADAR SPEED SIGNAGE			2	\$ 4,800.00	\$ 9,600.00		\$ -	
K-9 PROGRAM (SUPPLEMENT PROGRAM-EMERGENCY RESPONSE)			1	\$ 10,000.00	\$ 10,000.00		\$ -	
AMMUNITION - SPECIALIZED, DUTY AND TRAINING			1	\$ 5,000.00	\$ 5,000.00		\$ -	
PATROL SHOTGUNS			4	\$ 600.00	\$ 2,400.00		\$ -	
PATROL RIFLES			2	\$ 950.00	\$ 1,900.00		\$ -	
TASER SUPPLIES			1	\$ 5,200.00	\$ 5,200.00		\$ -	
CRIME PREVENTION INITIATIVES			1	\$ 10,000.00	\$ 10,000.00		\$ -	
HONOR GUARD PROGRAM			1	\$ 4,500.00	\$ 4,500.00		\$ -	
2018 CHEVROLET IMPALA - REPLACES UNIT 601	3	APRIL-JUNE	1	\$ 25,000.00	\$ 25,000.00	\$ 76,200.00	\$ -	\$ -
2018 CHEVROLET IMPALA - REPLACES UNIT 604			1	\$ 25,000.00	\$ 25,000.00		\$ -	
TEXAS POLICE CHIEFS ASSOCIATION BEST PRACTICES PROGRAM			1	\$ 1,200.00	\$ 1,200.00		\$ -	
SWAT MULTI-AGENCY SUPPORT MOU - EQUIPMENT - SUPPLIES			1	\$ 10,000.00	\$ 10,000.00		\$ -	
BALLISTIC VESTS			10	\$ 900.00	\$ 9,000.00		\$ -	
POLICE YOUTH LAW ENFORCEMENT EXPLORER PROGRAM			1	\$ 2,500.00	\$ 2,500.00		\$ -	
CITIZEN POLICE ACADEMY PROGRAM			1	\$ 3,500.00	\$ 3,500.00		\$ -	
2018 CHEVROLET TAHOE PPV - REPLACES UNIT 304	4	JULY-SEPTEMBER	1	\$ 46,000.00	\$ 46,000.00	\$ 181,920.00	\$ -	\$ -
2018 CHEVROLET TAHOE PPV - REPLACES UNIT 305			1	\$ 46,000.00	\$ 46,000.00		\$ -	
VEHICLE GRAPHICS			2	\$ 600.00	\$ 1,200.00		\$ -	
4RE MOBILE VIDEO EQUIPMENT TRANSFER			2	\$ 600.00	\$ 1,200.00			
VEHICLE EQUIPMENT ORGANIZER			2	\$ 2,000.00	\$ 4,000.00		\$ -	
VEHICLE LAPTOP UPGRADES-REPLACEMENTS			16	\$ 4,200.00	\$ 67,200.00		\$ -	
VEHICLE LAPTOP TRAYS-PLATFORMS			16	\$ 1,020.00	\$ 16,320.00		\$ -	
GRAND TOTAL					\$ 447,540.00	\$ 447,540.00	\$ -	\$ -

WINDCREST POLICE DEPARTMENT
CAPITAL IMPROVEMENT PLAN - FY2016-2017 THROUGH FY2020-2021

CAPITAL EXPENDITURE - ITEM	ESTIMATED UNIT COST	TOTAL COST	FY 16-17	FY 17-18	FY 18-19	FY19-20	FY20-21
New Public Safety-Municipal Court Center (Based on Bid)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Police Storefront (Based on Bid - Eisenhower/IH 35 N Area and Walzem Area)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Texas Police Chiefs' Association - Best Practices Program Recognition	\$ 6,600.00	\$ 7,800.00	\$ 3,000.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00
International Association of Chiefs of Police - IACP Training	\$ 7,000.00	\$ 7,000.00	\$ -	\$ -	\$ 3,500.00	\$ -	\$ 3,500.00
Operations Division Fleet	\$ 47,000.00	\$ 188,000.00	\$ -	\$ -	\$ -	\$ 47,000.00	\$ 141,000.00
Operations Division Fleet - Patrol Operations	\$ 46,000.00	\$ 480,000.00	\$ 158,000.00	\$ 138,000.00	\$ 138,000.00	\$ 46,000.00	\$ -
Special Operations Fleet	\$ 44,000.00	\$ 44,000.00	\$ -	\$ -	\$ -	\$ 44,000.00	\$ -
Special Operations Fleet - Investigations	\$ 41,000.00	\$ 50,000.00	\$ -	\$ 50,000.00	\$ -	\$ -	\$ -
Special Operations Fleet - Police-Code Enforcement	\$ 44,000.00	\$ 44,000.00	\$ -	\$ -	\$ -	\$ -	\$ 44,000.00
Special Operations Fleet - Citizens' Patrol	\$ 18,000.00	\$ 36,000.00	\$ -	\$ -	\$ 36,000.00	\$ -	\$ -
Vehicle Radar (In-Car)	\$ 2,300.00	\$ 16,100.00	\$ 2,300.00	\$ 4,600.00	\$ -	\$ 4,600.00	\$ 4,600.00
Vehicle Graphics	\$ 600.00	\$ 9,600.00	\$ 2,400.00	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00
Crime Prevention Initiatives-Signage	\$ 10,000.00	\$ 40,000.00	\$ -	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
K-9 Program (Additional K-9)	\$ 15,000.00	\$ 30,000.00	\$ -	\$ -	\$ -	\$ 15,000.00	\$ 15,000.00
Ballistic Vests	\$ 900.00	\$ 43,000.00	\$ 7,000.00	\$ 9,000.00	\$ 9,000.00	\$ 9,000.00	\$ 9,000.00
Uniform Upgrades	\$ 370.00	\$ 21,600.00	\$ -	\$ 10,800.00	\$ -	\$ 10,800.00	\$ -
Taser Replacement	\$ 1,000.00	\$ 35,000.00	\$ -	\$ -	\$ 35,000.00	\$ -	\$ -
Lidar Portable Radar	\$ 2,410.00	\$ 14,460.00	\$ -	\$ -	\$ 4,820.00	\$ 4,820.00	\$ 4,820.00
Mobile Police Radio's (In-Car) P25 Compliant - Includes Installation	\$ 4,800.00	\$ 9,600.00	\$ 9,600.00	\$ -	\$ -	\$ -	\$ -
Portable Police Radio's P25 Compliant	\$ 3,900.00	\$ 93,600.00	\$ -	\$ -	\$ -	\$ 46,800.00	\$ 46,800.00
Police Bike Patrol - Bicycles and Equipment	\$ 1,500.00	\$ 12,000.00	\$ -	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
Mobile Video Units (Phase I and Phase II as needed)	\$ 5,200.00	\$ 78,000.00	\$ -	\$ -	\$ -	\$ 39,000.00	\$ 39,000.00
Body Worn Video Units	\$ 1,000.00	\$ 30,000.00	\$ -	\$ -	\$ -	\$ 30,000.00	\$ -
Mobile Video Equipment Transfers	\$ 600.00	\$ 6,600.00	\$ -	\$ 1,800.00	\$ 1,800.00	\$ 600.00	\$ 2,400.00
Radar Speed Displays (Mobile Units)	\$ 4,800.00	\$ 38,400.00	\$ -	\$ 9,600.00	\$ 9,600.00	\$ 9,600.00	\$ 9,600.00
Glock Pistol Replacement	\$ 460.00	\$ 15,180.00	\$ -	\$ -	\$ 7,590.00	\$ 7,590.00	\$ -
Vehicle Laptops (Laptops Only)	\$ 4,200.00	\$ 76,490.00	\$ 5,090.00	\$ 71,400.00	\$ -	\$ -	\$ -
Laptop Stands and Installation	\$ 1,020.00	\$ 33,600.00	\$ 4,080.00	\$ 17,340.00	\$ 4,060.00	\$ 4,060.00	\$ 4,060.00
Vehicle Equipment Organizer	\$ 2,000.00	\$ 18,000.00	\$ 1,500.00	\$ 6,000.00	\$ 1,500.00	\$ 4,500.00	\$ 4,500.00
Taser Additions	\$ 1,000.00	\$ 6,000.00	\$ -	\$ -	\$ -	\$ -	\$ 6,000.00
Taser Cartridges (Duty and Training)	\$ 26.00	\$ 26,000.00	\$ 5,200.00	\$ 5,200.00	\$ 5,200.00	\$ 5,200.00	\$ 5,200.00
Vehicle Laptops (COPsync/GPS/Printers/Card Readers Vidtac In-Car Video/Stands/Trays/Ext Warranty & Install)	\$ 14,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Spillman Mobile Automated Reporting/CAD Mapping/Mobile Law & Field Forms/Pin Map (Based on Bid)	\$ 107,200.00	\$ 96,800.00	\$ 96,800.00	\$ -	\$ -	\$ -	\$ -
Patrol Rifles	\$ 950.00	\$ 15,200.00	\$ 1,900.00	\$ 1,900.00	\$ 3,800.00	\$ 3,800.00	\$ 3,800.00
Patrol Shotguns	\$ 600.00	\$ 8,000.00	\$ 2,000.00	\$ 2,400.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00
SWAT Equipment Replacement/Upgrades/Multi-Agency Support	\$ 56,000.00	\$ 50,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
Property and Evidence Upgrades-Supplies-Ventilation	\$ 10,000.00	\$ 20,000.00	\$ 10,000.00	\$ -	\$ 10,000.00	\$ -	\$ -
Police Youth Law Enforcement Explorer Program	\$ 500.00	\$ 15,000.00	\$ 5,000.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
Citizens' Patrol Vehicle Graphics and Updates	\$ 4,000.00	\$ 1,200.00	\$ -	\$ -	\$ 1,200.00	\$ -	\$ -
Citizen Police Academy Program	\$ 3,500.00	\$ 17,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00
Police Honor Guard Program	\$ 1,500.00	\$ 27,000.00	\$ 9,000.00	\$ 4,500.00	\$ 9,000.00	\$ 4,500.00	\$ -
Upgrade Office Furniture (Customer Service Reception Area and Police)	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -
Ammunition (Duty-Training-Specialized)	\$ 4,000.00	\$ 28,000.00	\$ 8,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
Mobile Electronic Citation Equipment	\$ 67,000.00	\$ -	\$ -	\$ 68,000.00	\$ -	\$ -	\$ -
Replace Fax/Copier in Dispatch	\$ 500.00	\$ 500.00	\$ -	\$ -	\$ 500.00	\$ -	\$ -
Replace 24 hour Dispatch Chairs	\$ 2,500.00	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	\$ -	\$ -
Spillman Record System Upgrade (Based on Bid)	\$ 96,800.00	\$ 43,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
Police Department Update/Upgrade (Customer Service Reception Area) from Communications	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ -	\$ -	\$ -	\$ -
Update Communications Center Console Furniture (Estimate - Based on Bid)	\$ 29,000.00	\$ 29,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
K-9 Program (Supplement K-9 Program and Emergency Response)	\$ 10,000.00	\$ 20,000.00	\$ 10,000.00	\$ 10,000.00	\$ -	\$ -	\$ -
Update Communications Center Consoles and Radio System P25 Compliance	\$ 98,000.00	\$ 97,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
GRAND TOTALS		\$ 1,996,730.00	\$ 367,870.00	\$ 447,540.00	\$ 323,770.00	\$ 375,070.00	\$ 381,480.00
FISCAL YEARS			FY16-17	FY17-18	FY18-19	FY19-20	FY19-20

CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

01 -GENERAL FUND
REVENUES

		(----- 2016-2017 -----) (----- 2017-2018 -----)						
		2013-2014	2014-2015	2015-2016	CURRENT	Y-T-D	PROJECTED	REQUESTED
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET
								APPROVED
								BUDGET
FUND BALANCE ACTIVITY		(49,000)	(70,805)	(1,547)				
BEGINNING FUND BALANCE		3,061,307	2,116,674	2,114,856	2,576,146	2,576,146	2,576,146	2,378,738
								2,378,738
4101	ADVALOREM TAX CURRENT	1,517,413	1,640,957	1,756,051	1,787,485	1,714,162	1,757,326	1,787,485
4105	ADVALOREM TAX DELINQUENT	0	6,021	0	0	0	0	0
4110	ADVALOREM TAX PEN & INT	0	0	0	0	0	0	0
4115	SALES TAX	1,810,752	1,868,381	2,304,370	2,310,469	1,261,018	2,311,745	2,310,469
4116	SALES TX-AD VALOREM TX OFFSET	452,688	490,580	554,364	562,272	336,983	662,052	562,272
4117	SALES TAX FOR STREET MAINT.	0	0	0	0	0	0	0
4118	HOTEL OCC. TAX FUND TRANSER	236,847	142,450	140,000	140,000	0	140,000	140,000
4119	HOTEL OCC.TAX F. TRSFR CAPITAL	0	0	0	0	0	0	45,000
4120	MIXED BEVERAGE GROSS RECEIPTS	21,291	26,104	38,776	32,073	14,254	24,435	26,000
4201	CPS ENERGY FRANCHISE FEES	393,315	490,634	491,183	496,095	356,489	491,183	496,095
4205	AT&T TELECOM FRANCHISE FEES	(13,169)	83,618	60,910	61,215	33,330	60,910	61,215
4210	TIME WARNER CABLE & TEL FEES	57,613	74,204	59,047	69,918	14,361	69,918	69,918
4211	TWC - PEG Fee 1%	31,242	13,092	9,478	12,120	23,834	12,120	12,120
4215	OTHER TELECOM FEES	49,484	3,192	1,708	2,000	31,744	2,000	2,000
4230	FRANCHISE FEES -WATER	0	4,842	2,510	2,600	2,944	2,510	2,600
4301	INTEREST	500	3,426	842	675	6,274	6,274	675
4302	FRANCHISE FEE- SANITATION	1,592	607	1,014	1,000	1,149	1,125	1,125
4310	COURT FINES	566,157	556,896	551,191	563,896	430,586	563,896	563,896
4320	WINDCREST GIFT SHOP	0	0	946	500	607	607	500
4352	WINDFEST	0	0	0	0	0	0	0
4354	FOREST OF ANGELS MEMORIAL	0	0	0	0	0	0	0
4355	LITTLE LEAGUE FEES	0	0	0	0	0	0	0
4357	CRAPE MYRTLE DONATIONS	0	0	20	0	0	0	0
4401	SWIMMING POOL FEES	29,909	29,704	29,305	30,298	14,877	29,375	30,298
4402	SWIMMING POOL CONCESSIONS	2,611	2,504	4,733	4,700	1,620	4,700	4,700
4403	SWIMMING POOL B-PARTIES	3,960	3,347	4,290	4,200	1,470	4,200	4,200
4408	CONTRACTOR ANNUAL REGISTRATION	2,800	5,253	7,660	5,520	4,067	5,520	5,520
4409	BUILDING PERMIT FEES	208,356	166,906	211,888	190,000	160,197	204,178	210,000
4410	FOOD PERMIT FEES	21,573	17,656	25,791	26,463	31,950	31,950	26,463
4420	LIQUOR LICENSE FEES	2,023	2,100	30	2,100	2,360	2,360	2,100
4425	VEHICLE STORAGE FEES	18,918	19,648	18,101	20,760	53	14,000	14,000
4430	CIVIC CENTER FEES	18,335	6,279	24,437	21,880	13,875	21,880	21,880
4435	DOG TAG & IMPOUNDMENT FEES	562	455	337	450	304	450	450
4440	MISCELLANEOUS FEES	3,728	1,771	2,228	1,500	2,712	2,711	2,000
4441	ALARM & PERMIT FEES	3,600	4,814	11,973	4,500	2,625	4,500	4,500
4442	PLATTING/ZONING/VAR FEES	858	605	610	300	500	500	300
4444	FOOD HANDLER TRAINING FEES	4,523	(3,571)	2,664	4,500	504	750	1,000
4450	POST OFFICE SUBSIDY	18,751	25,000	25,000	25,000	18,750	25,000	25,000
4451	EDC REIMBURSEMENT	68,978	15,334	23,000	23,000	0	23,000	30,000
4455	WCCPD REIMBURSEMENT	36,926	0	0	0	0	0	0
4460	MISCELLANEOUS INCOME	34,346	63,767	96,793	25,000	25,380	26,081	25,000
4461	SPECIAL ITEM	0	0	0	0	(434)	0	0
4470	LEASE OF LAND	37,500	50,000	45,833	50,000	37,500	50,000	50,000
4471	LEASE OF BUILDING SPACE	0	0	0	0	0	0	0
4475	INCOME - BAD DEBT	0	0	0	0	0	0	0
4500	COURT TECHNOLOGY TRANS IN	0	0	0	0	0	0	0

CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

01 -GENERAL FUND
REVENUES

		(----- 2016-2017 -----) (----- 2017-2018 -----)						
		2013-2014	2014-2015	2015-2016	CURRENT	Y-T-D	PROJECTED	REQUESTED
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET
								APPROVED
								BUDGET
4501	GARBAGE FUND ADMIN TRANSFER	105,400	79,049	0	0	0	25,000	60,000
4502	FIRE TRUCK REIMBURSEMENT	0	0	0	0	0	0	0
4503	LASERFICHE RECORD SYS TRANSFER	0	0	0	0	0	0	0
4504	COURT SECURITY FUND TRANSFER	0	0	0	0	0	0	0
4505	GARBAGE FUND TRANSFER	0	0	0	0	0	0	0
4507	GRANT PROCEEDS CJD	0	0	0	0	0	0	0
4508	GRANT PROCEEDS - AACOG	0	0	0	0	0	0	0
4509	GRANT PROCEEDS-TP&W	0	0	0	0	0	0	0
4510	GRANT PROCEEDS-TCFP	0	100,000	0	0	0	0	0
4511	GRANT PROCEEDS-DOJ	0	0	0	0	0	0	0
4512	GRANT PROCEEDS - TXDOT	0	0	0	0	0	0	0
4900	PROCEEDS FROM CAPITAL LEASE	0	0	0	0	0	0	0
TOTAL REVENUES		5,749,379	5,995,625	6,507,082	6,482,489	4,546,044	6,582,257	6,598,780
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CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

01 -GENERAL FUND
01-ADMINISTRATION
DEPARTMENT EXPENSES

	(----- 2016-2017 -----) (----- 2017-2018 -----)							
	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	APPROVED BUDGET
SALARIES & BENEFITS								
501-010 ADMIN. SALARIES	101,923	109,725	127,462	130,693	92,221	130,000	107,610	
501-011 ADMIN.LONGEVITY	0	0	0	0	0	0	0	
501-014 STIPEND	3,790	4,331	4,331	3,875	3,898	3,898	0	
501-015 ADMIN INCENTIVE PAY-BILINGUAL	28	602	605	600	427	600	600	
501-018 ADMIN.EDUCATION PAY	0	0	0	0	0	0	0	
501-020 ADMIN. OVERTIME	1,748	2,996	3,292	2,700	802	2,700	2,700	
501-030 SOCIAL SECURITY	8,043	8,919	10,179	13,397	8,014	13,397	9,147	
501-040 HEALTH INSURANCE	7,147	33,745	26,207	28,375	18,470	28,375	21,282	
501-045 INSURANCE - BCWID	0	0	0	0	0	0	0	
501-050 RETIREMENT	6,811	7,959	9,517	14,185	7,864	14,185	9,685	
501-060 WORKERS' COMPENSATION	525	0	0	0	0	0	0	
501-070 UNEMPLOYMENT COMPENSATION	0	779	540	540	939	1,000	1,000	
501-095 TERMINATION PAY-OUT	0	0	0	0	0	0	0	
TOTAL SALARIES & BENEFITS	130,015	169,057	182,133	194,366	132,635	194,155	152,023	
OTHER EXPENSES								
501-130 BONDS & TRAINING	5,458	3,100	3,211	3,500	1,598	3,500	4,500	
501-151 Contract Svc - Inspections	66,025	88,999	55,839	50,000	27,700	50,000	60,000	
501-420 OFFICE SUPPLIES	5,496	7,814	2,865	4,000	3,994	4,000	6,000	
501-431 EMPLOYEE APPRECIATION LUNCHEON	0	8	0	0	0	0	0	
501-440 ELECTION SUPPLIES	13,046	0	0	13,000	9,355	13,000	13,000	
501-500 GENERAL/GIFT SHOP	0	2,565	3,000	0	0	0	5,000	
501-590 POSTAGE	0	0	0	500	160	500	500	
501-600 OFFICE EQUIPMENT & MAINT	3,777	439	70	0	195	300	0	
501-650 VEHICLE EXPENSE	0	0	0	0	0	0	0	
501-700 CONTINGENCIES	4,389	6,330	2,323	0	0	0	0	
TOTAL OTHER EXPENSES	98,190	109,255	67,308	71,000	43,002	71,300	89,000	
CAPITAL EXPENSES								
501-800 CAPITAL EXPENDITURES	0	0	0	0	0	0	0	
TOTAL CAPITAL EXPENSES	0	0	0	0	0	0	0	
OTHER INCOME/EXPENSES								
501-900 UNALLOCATED FUNDS	0	0	0	12,000	0	0	0	
TOTAL OTHER INCOME/EXPENSES	0	0	0	12,000	0	0	0	
TOTAL 01-ADMINISTRATION	228,204	278,311	249,441	277,366	175,637	265,455	241,023	

CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

01 -GENERAL FUND
02-POLICE DEPARTMENT
DEPARTMENT EXPENSES

	(----- 2016-2017 -----) (----- 2017-2018 -----)							
	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	APPROVED BUDGET
SALARIES & BENEFITS								
502-010 POLICE SALARIES	858,442	984,475	1,063,566	1,137,832	763,112	1,095,046	1,116,138	
502-011 POLICE LONGEVITY	0	0	0	0	8	0	0	
502-012 CIVILIAN SALARIES	158,564	157,056	162,883	180,312	127,132	181,099	194,771	
502-013 CIVILIAN LONGEVITY	0	0	0	0	0	0	0	
502-014 POLICE SPECIAL ASSIGNMENT SAL	6,780	10,061	2,251	10,200	4,846	7,985	10,200	
502-015 POL INCENTIVE PAY-BILING & SDP	599	9,011	8,814	12,300	5,165	6,957	12,300	
502-016 CIV.INCENTIVE PAY-BILING & SDP	1,384	1,431	1,419	2,400	1,086	1,496	2,400	
502-017 POLICE SALARIES-CERTIFICATION	13,405	15,514	13,709	16,541	8,825	12,241	16,541	
502-018 POLICE EDUCATION PAY	605	602	3,605	7,201	589	1,200	5,000	
502-019 POLICE TUITION REIMBURSEMENT	0	0	0	0	0	0	0	
502-020 POLICE OVERTIME	44,043	54,838	63,088	55,500	72,137	90,000	65,000	
502-021 7K HOURS	34,176	28,605	21,950	26,000	26,361	43,005	26,000	
502-022 CIVILIAN OVERTIME	19,711	22,973	24,043	14,200	16,225	23,490	20,000	
502-023 POL INCENTIVE PAY - SDP	23	0	0	0	0	0	0	
502-025 STIPEND (CIVILIAN & POLICE)	25,988	32,485	24,905	37,462	35,084	35,084	0	
502-026 HAZARDOUS DUTY PAY	12,885	14,726	11,293	19,600	8,204	11,671	19,600	
502-030 SOCIAL SECURITY	87,575	98,995	101,864	97,758	80,136	113,688	94,872	
502-030C SOCIAL SECURITY CIVILIAN	0	0	0	15,837	5,633	11,000	16,556	
502-040 HEALTH INSURANCE	75,084	191,957	178,586	205,722	126,392	205,722	198,628	
502-050 RETIREMENT	76,123	90,709	99,297	102,405	81,061	116,894	100,452	
502-050C RETIREMENT CIVILIAN	0	0	0	16,228	5,945	10,858	17,529	
502-060 WORKERS' COMPENSATION	23,692	32,154	35,269	35,000	31,980	35,000	35,000	
502-070 UNEMPLOYMENT COMPENSATION	0	8,103	4,824	0	2,214	3,337	4,000	
502-095 TERMINATION PAY-OUT	0	0	0	0	0	0	0	
502-096 EXEMPT VACATION PAY-OUT	0	0	0	0	0	0	0	
TOTAL SALARIES & BENEFITS	1,439,079	1,753,696	1,821,366	1,992,497	1,402,133	2,005,772	1,954,987	
OTHER EXPENSES								
502-120 DUES & SUBSCRIPTIONS	0	368	255	500	647	647	500	
502-130 BONDS & TRAINING	0	328	3,139	5,000	5,761	6,000	7,500	
502-140 EMPLOYMENT SCREENING	0	0	0	0	0	0	0	
502-400 CITIZEN'S PATROL	2,154	2,307	2,044	2,300	2,108	2,300	2,500	
502-420 OFFICE SUPPLIES	3,837	4,380	4,601	4,500	4,251	4,500	5,000	
502-430 MISCELLANEOUS SUPPLIES	7,194	11,287	9,495	15,000	15,933	16,000	15,000	
502-431 EMPLOYEE APPRECIATION LUNCHEON	0	0	0	0	0	0	1,500	
502-432 MOBILE DATA/PHONE	177	0	0	0	0	0	0	
502-433 PD IT SOFTWARE HARDWARE & SUPP	20,117	31,711	10,398	14,000	5,072	11,000	14,000	
502-450 LAB FEES/CRIME SCENE SUPP	9,617	5,503	11,712	8,500	5,075	8,500	13,500	
502-480 UNIFORM ALLOWANCE	8,618	8,385	7,945	8,500	6,080	8,500	8,500	
502-520 BICYCLE PARTS & MAINTENANCE	447	0	0	1,000	0	1,000	1,000	
502-540 VEHICLE FUEL	65,223	58,815	47,414	50,000	47,952	50,000	50,000	
502-550 PRISONER EXPENSE	0	0	0	0	0	0	1,000	
502-590 POSTAGE	0	0	0	500	444	500	500	
502-700 CONTINGENCIES	2,037	6,685	4,498	4,200	3,209	4,200	0	
TOTAL OTHER EXPENSES	119,420	129,769	101,501	114,000	96,532	113,147	120,500	

CAPITAL EXPENSES

CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

01 -GENERAL FUND
02-POLICE DEPARTMENT
DEPARTMENT EXPENSES

			(----- 2016-2017 -----)		(----- 2017-2018 -----)			
	2013-2014	2014-2015	2015-2016	CURRENT	Y-T-D	PROJECTED	REQUESTED	APPROVED
	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
502-800 CAPITAL EXPENDITURES	0	0	0	0	0	0	0	
TOTAL CAPITAL EXPENSES	0	0	0	0	0	0	0	
OTHER INCOME/EXPENSES								
502-900 UNALLOCATED FUNDS	0	0	0	8,000	0	0	0	
TOTAL OTHER INCOME/EXPENSES	0	0	0	8,000	0	0	0	
TOTAL 02-POLICE DEPARTMENT	1,558,499	1,883,465	1,922,867	2,114,497	1,498,665	2,118,919	2,075,487	
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CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

01 -GENERAL FUND
03-FIRE DEPARTMENT
DEPARTMENT EXPENSES

		(----- 2016-2017 -----) (----- 2017-2018 -----)						
		2013-2014	2014-2015	2015-2016	CURRENT	Y-T-D	PROJECTED	REQUESTED
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET
								APPROVED
								BUDGET
SALARIES & BENEFITS								
503-010	FIRE DEPT. SALARIES	92,369	98,444	91,026	121,688	90,355	124,737	127,392
503-011	FIRE DEPT. LONGEVITY	0	0	0	0	0	0	0
503-012	STIPEND	2,707	1,624	2,707	3,230	3,249	3,249	0
503-015	FIRE INCENTIVE PAY-BILINGUAL	69	0	0	0	0	0	0
503-020	FIRE OVERTIME	2,535	4,237	3,315	3,900	313	1,000	3,000
503-030	SOCIAL SECURITY	7,351	7,905	7,108	10,471	7,571	10,471	10,828
503-040	HEALTH INSURANCE	5,173	14,560	13,103	21,282	10,882	16,000	14,188
503-050	RETIREMENT	110	3,251	8,057	10,952	4,556	7,227	11,465
503-060	WORKERS' COMPENSATION	1,137	1,937	2,125	1,937	2,500	2,500	2,500
503-070	UNEMPLOYMENT COMPENSATION	0	0	405	405	815	405	1,000
503-080	VOLUNTEER PENSION FUND	17,496	16,044	9,756	21,200	6,700	10,000	21,200
503-095	TERMINATION PAY-OUT	0	0	0	0	0	0	0
	TOTAL SALARIES & BENEFITS	128,947	148,002	137,601	195,063	126,940	175,588	191,573
OTHER EXPENSES								
503-130	TRAINING	(1,000)	1,278	4,656	8,000	6,181	8,000	16,000
503-140	EMPLOYMENT SCREENING	0	200	0	0	0	0	0
503-150	HAZMAT PROGRAM	1,000	1,000	1,000	1,000	1,000	1,000	2,000
503-215	MOBILE PHONES CONTRACT	0	0	0	0	0	0	0
503-220	MOBILE PHONES MAINTENANCE	0	0	0	0	0	0	0
503-221	MOBILE DATA TERMINAL SERVICE	2,088	844	1,965	3,000	832	2,000	3,000
503-223	PAGER CONTRACT	0	0	0	0	0	0	0
503-224	PAGER MAINTENANCE	0	0	0	0	0	0	0
503-226	PAGER MAINTENANCE - FIRE	0	295	1,717	2,500	1,875	2,500	3,000
503-227	RADIO CONTRACT	0	0	0	0	0	0	0
503-229	RADIO MAINTENANCE	0	0	0	7,500	0	7,500	10,000
503-396	EOC EQUIPMENT & SUPPLIES	337	1,036	0	1,500	0	1,000	2,000
503-420	OFFICE SUPPLIES	4,414	730	1,089	1,500	1,698	2,000	3,500
503-430	SUPPLIES & EQUIPMENT	4,379	5,267	5,345	7,000	2,371	7,000	10,000
503-431	EMPLOYEE APPRECIATION LUNCHEON	542	0	400	500	212	500	500
503-450	MEDICAL SUPPLIES	2,175	360	1,406	3,000	54	2,000	8,000
503-460	MEDICAL TRAINING	1,836	85	1,637	10,000	8,370	10,000	10,000
503-480	UNIFORM ALLOWANCE	337	1,443	1,407	2,000	1,246	2,000	1,500
503-503	VEHICLE PARTS - FIRE	9,089	(506)	1,376	4,500	3,461	4,500	6,000
503-540	VEHICLE FUEL	18,429	11,858	5,398	20,000	4,322	10,000	20,000
503-590	POSTAGE	0	0	0	100	0	100	100
503-603	VEHICLE OUTSIDE MAINT. FIRE	170,413	9,356	16,971	40,000	9,847	30,000	40,000
503-610	DORM - TELEPHONE	1,044	0	0	0	0	0	0
503-620	DORM - UTILITIES & CABLE	10,399	(2,466)	978	12,000	4,182	10,000	12,000
503-630	DORM - REPAIRS & MAINT	3,128	1,423	7,142	5,000	(668)	5,286	8,000
503-700	CONTINGENCIES	2,500	4,173	139	0	0	0	2,500
503-703	LEASE PURCHASE - FIRE DEPT	0	0	0	0	0	0	0
503-704	LEASE PURCHASE - INTEREST	0	0	0	0	0	0	0
503-710	TRAVEL	0	0	0	0	0	0	5,500
503-730	ANNUAL PUMP TESTS	1,118	0	2,104	4,000	0	4,000	5,500
503-740	MAINTENANCE CONTRACTS	5,538	10,481	6,775	8,000	2,449	8,000	8,000
503-750	SCBA TESTS	0	0	0	9,000	0	9,000	10,000

CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

01 -GENERAL FUND
03-FIRE DEPARTMENT
DEPARTMENT EXPENSES

		(----- 2016-2017 -----) (----- 2017-2018 -----)						
		2013-2014	2014-2015	2015-2016	CURRENT	Y-T-D	PROJECTED	REQUESTED
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET
								APPROVED
								BUDGET
503-760	LADDER TESTS	0	0	0	4,000	2,348	4,000	4,000
	TOTAL OTHER EXPENSES	237,768	46,859	61,505	154,100	49,780	130,386	191,100
CAPITAL EXPENSES								
503-800	CAPITAL EXPENDITURES	0	241,917	11,795	0	0	0	0
503-801	CAPITAL EQUIPMENT	0	0	0	20,000	15,988	20,000	0
503-802	CAPITAL FACILITIES	0	0	0	0	0	0	0
503-803	CAPITAL FLEET	0	0	0	40,000	0	20,000	0
503-804	CAPITAL PPE (PERS. PROTECT.EQ.)	0	0	0	12,500	12,642	7,000	0
	TOTAL CAPITAL EXPENSES	0	241,917	11,795	72,500	28,630	47,000	0
OTHER INCOME/EXPENSES								
503-900	UNALLOCATED FUNDS	0	0	0	0	0	0	0
	TOTAL OTHER INCOME/EXPENSES	0	0	0	0	0	0	0
TOTAL 03-FIRE DEPARTMENT		366,715	436,778	210,901	421,663	205,351	352,974	382,673
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CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

01 -GENERAL FUND
04-SPECIAL SERVICES
DEPARTMENT EXPENSES

DEPARTMENT EXPENSES		(----- 2016-2017 -----) (----- 2017-2018 -----)						
	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	APPROVED BUDGET
SALARIES & BENEFITS								
504-009	SALARIES	35,244	41,708	30,950	48,802	25,664	36,637	49,774
504-010	SALARIES - MAYOR & COUNCIL	15,480	11,640	11,391	11,520	8,520	11,520	11,520
504-011	SALARIES - PLANNING & ZONING	0	0	0	0	0	0	0
504-012	SALARIES-CITY MANAGER	0	0	0	0	0	0	0
504-013	LONGEVITY	0	0	0	0	0	0	0
504-014	STIPEND	1,583	1,583	541	646	650	650	0
504-030	SOCIAL SECURITY	3,235	2,848	564	5,127	2,162	3,000	4,231
504-040	HEALTH INSURANCE	8,649	25,051	15,055	13,997	10,256	13,997	14,188
504-050	RETIREMENT	2,504	2,212	0	4,392	191	2,000	4,480
504-060	WORKERS COMPENSATION	150	354	388	354	457	457	500
504-070	UNEMPLOYMENT COMP	0	413	135	135	173	500	500
TOTAL SALARIES & BENEFITS		66,845	85,808	59,024	84,973	48,073	68,761	85,193
OTHER EXPENSES								
504-110	BANK ACTIVITY CHARGES	0	0	0	0	0	0	0
504-120	DUES & SUBSCRIPTIONS	2,744	3,261	4,085	4,085	3,317	4,085	4,085
504-135	EMPLOYEE RECOGNITION PROG	0	0	0	0	0	0	0
504-140	EMPLOYEE APPRECIATION FUND	100	71	0	0	0	0	0
504-145	EMPLOYEE WELLNESS PROGRAM	815	230	0	0	0	0	0
504-400	CITIZEN'S PATROL	0	0	0	0	25	25	500
504-420	OFFICE SUPPLIES	31	(38)	533	700	738	738	1,000
504-440	ELECTION SUPPLIES/EXPENSES	0	0	5,406	0	0	0	0
504-460	SPECIAL EVENTS	24,389	35,685	34,005	30,000	24,627	30,000	30,000
504-465	JULY 4TH EVENT	0	0	0	0	1,200	9,000	10,000
504-470	LIGHT UP	24,282	39,814	30,550	30,000	36,496	40,000	30,000
504-475	50th ANNIVERSARY EVENTS	0	0	0	0	0	0	0
504-480	WINDCREST PROUD	0	0	0	0	0	0	0
504-485	WINDFEST	0	0	0	0	0	0	0
504-486	FIREMAN'S PICNIC & WINDFEST	0	7,026	0	5,000	0	0	7,000
504-490	WINDCREST YOUTH ACTIVITIES	5,638	294	1,051	1,200	0	1,200	1,200
504-590	POSTAGE	13,655	22,620	27,581	22,000	8,951	19,000	18,000
504-609	TRANSFER TO TXWEACT	3,588	1,220	0	0	0	0	0
504-610	NEWSLETTER	2,305	11,401	12,192	11,000	13,599	15,000	15,000
504-630	LEGAL ADVERTISING	2,470	806	7,350	13,000	11,037	13,000	13,000
504-635	ADVERTISING	6,617	15,987	7,068	9,000	2,105	8,000	9,000
504-645	MAYOR - COUNCIL EXPENSES	8,553	4,852	3,954	4,500	6,592	7,000	6,000
504-650	MILEAGE & ENTERTAINMENT EXPENS	139	1,957	1,432	2,000	2,782	3,000	3,000
TOTAL OTHER EXPENSES		95,327	145,188	135,206	132,485	111,468	150,048	147,785
CAPITAL EXPENSES								
504-800	CAPITAL EXPENDITURES	0	249	0	0	0	0	0
TOTAL CAPITAL EXPENSES		0	249	0	0	0	0	0
OTHER INCOME/EXPENSES								
504-900	UNALLOCATED FUNDS	0	0	0	4,000	0	0	0
TOTAL OTHER INCOME/EXPENSES		0	0	0	4,000	0	0	0
TOTAL 04-SPECIAL SERVICES		162,172	231,245	194,230	221,458	159,541	218,809	232,978

CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

01 -GENERAL FUND

DEPARTMENT EXPENSES	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	(----- 2016-2017 -----) CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	(----- 2017-2018 -----) REQUESTED BUDGET	APPROVED BUDGET
SALARIES & BENEFITS								
505-010 SALARIES	0	0	0	0	0	0	0	
505-011 LONGEVITY	0	0	0	0	0	0	0	
505-020 OVERTIME	0	0	0	0	0	0	0	
505-030 SOCIAL SECURITY	6	0	0	0	0	0	0	
505-040 HEALTH INSURANCE	0	0	0	0	0	0	0	
505-050 RETIREMENT	5	0	0	0	0	0	0	
505-060 WORKERS' COMPENSATION	0	0	0	0	0	0	0	
505-070 UNEMPLOYMENT COMPENSATION	0	0	0	0	0	0	0	
TOTAL SALARIES & BENEFITS	11	0	0	0	0	0	0	
OTHER EXPENSES								
505-100 UTILITIES	0	0	0	0	0	0	0	
505-130 TRAINING	0	0	0	0	0	0	0	
505-225 RADIO MAINTNANCE	0	0	0	0	0	0	0	
505-240 CONTRACT MAINTENANCE OUTS	0	0	0	0	0	0	0	
505-430 SUPPLIES	0	0	0	0	0	0	0	
505-480 UNIFORM ALLOWANCE	0	0	0	0	0	0	0	
505-500 VEHICLE PARTS	0	0	0	0	0	0	0	
505-510 VEHICLE OUTSIDE MAINTENAN	0	0	0	0	0	0	0	
505-520 EQUIPMENT REPAIR	0	0	0	0	0	0	0	
505-525 EQUIPMENT RENTAL	0	0	0	0	0	0	0	
505-530 STREET SIGNS & MARKERS	0	0	0	0	0	0	0	
505-700 CONTINGENCIES	0	0	0	0	0	0	0	
505-710 STREET CRACK FILLING MATERIAL	0	0	0	0	0	0	0	
505-720 ALLEY CURB/SIDEWALK REPAIR	0	0	0	0	0	0	0	
505-750 1998 FLOOD DAMAGE	0	0	0	0	0	0	0	
TOTAL OTHER EXPENSES	0	0	0	0	0	0	0	
CAPITAL EXPENSES								
505-800 CAPITAL EXPENDITURES	0	0	0	0	0	0	0	
505-810 STREET CAPITAL REPAIRS	0	0	0	0	0	0	0	
TOTAL CAPITAL EXPENSES	0	0	0	0	0	0	0	
OTHER INCOME/EXPENSES								
505-900 UNALLOCATED FUNDS	0	0	0	0	0	0	0	
TOTAL OTHER INCOME/EXPENSES	0	0	0	0	0	0	0	
TOTAL	11	0	0	0	0	0	0	

CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

01 -GENERAL FUND
06-PARKS & RECREATION
DEPARTMENT EXPENSES

	(----- 2016-2017 -----) (----- 2017-2018 -----)							
	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	APPROVED BUDGET
SALARIES & BENEFITS								
506-010 POOL SALARIES	0	0	0	0	0	0	0	
506-011 LONGEVITY	0	0	0	0	0	0	0	
506-020 OVERTIME	0	0	0	0	0	0	0	
506-030 SOCIAL SECURITY	0	0	108	0	0	0	0	
506-040 HEALTH INSURANCE	0	45	76	0	0	0	0	
506-050 RETIREMENT	0	0	0	0	0	0	0	
506-060 WORKERS' COMPENSATION	0	0	0	0	0	0	0	
506-070 UNEMPLOYMENT COMP-POOL	0	0	0	0	0	0	0	
TOTAL SALARIES & BENEFITS	0	45	184	0	0	0	0	
OTHER EXPENSES								
506-100 UTILITIES	14,863	16,303	68	30,000	9,684	30,000	30,000	
506-130 TRAINING	488	1,261	821	2,000	829	2,000	2,000	
506-240 CONTRACT MAINTENANCE OUTS	4,324	3,639	4,516	3,500	3,299	3,500	3,500	
506-250 CONTRACT MAINT.-GREEN BEL	36,486	34,462	46,903	56,000	40,207	56,000	60,000	
506-255 CONTRACT SERVICES - POOL	0	0	0	0	0	0	0	
506-260 GREEN BELT CLEANING	1,977	841	3,661	3,000	654	3,000	3,000	
506-430 SUPPLIES	8,941	5,935	4,822	8,500	6,220	8,500	8,500	
506-431 EMPLOYEE APPRECIATION LUNCHEON	176	0	0	0	0	0	0	
506-520 EQUIPMENT REPAIR	10,149	1,545	6,157	9,500	7,664	9,500	9,500	
506-630 FACILITY MAINTENANCE	19,270	48,596	24,754	35,000	15,066	30,000	35,000	
506-631 POND MAINTENANCE	19,661	0	0	0	0	0	0	
506-635 TREES / SHRUBS/LANDSCAPING	11,239	22,314	14,245	25,000	6,813	20,000	25,000	
506-640 LITTLE LEAGUE	0	0	8,777	0	0	0	0	
506-700 CONTINGENCIES	93	0	0	0	0	0	0	
TOTAL OTHER EXPENSES	127,665	134,895	114,724	172,500	90,435	162,500	176,500	
CAPITAL EXPENSES								
506-800 CAPITAL EXPENDITURE	0	14,781	195,338	324,000	174,335	235,000	0	
506-810 CAPITAL IMPROVEMENTS	0	1,967	161,499	0	0	0	0	
506-820 PARKS LIGHTS PROJECT	0	0	45,522	91,043	68,282	91,043	91,043	
TOTAL CAPITAL EXPENSES	0	16,747	402,358	415,043	242,617	326,043	91,043	
OTHER INCOME/EXPENSES								
506-900 UNALLOCATED FUNDS	0	0	0	0	0	0	0	
TOTAL OTHER INCOME/EXPENSES	0	0	0	0	0	0	0	
TOTAL 06-PARKS & RECREATION	127,665	151,688	517,266	587,543	333,053	488,543	267,543	

CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

01 -GENERAL FUND
07-FLEET MECHANIC
DEPARTMENT EXPENSES

		(----- 2016-2017 -----) (----- 2017-2018 -----)						
		2013-2014	2014-2015	2015-2016	CURRENT	Y-T-D	PROJECTED	REQUESTED
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET
								APPROVED
								BUDGET
SALARIES & BENEFITS								
507-010	MECHANIC SALARIES	39,548	40,244	43,043	42,751	30,732	43,606	43,618
507-011	MECHANIC LONGEVITY	0	0	0	0	0	0	0
507-012	STIPEND	1,083	1,000	1,083	1,292	1,299	1,299	0
507-015	MECHANIC INCENTIVE PAY-BILINGU	0	0	0	0	0	0	0
507-020	OVERTIME	1,592	1,285	1,667	1,041	475	1,041	1,000
507-030	SOCIAL SECURITY	2,735	2,714	2,961	3,690	2,273	3,690	3,708
507-040	HEALTH INSURANCE	5,786	7,601	6,736	7,094	5,304	7,094	7,094
507-050	RETIREMENT	2,709	2,912	3,262	3,848	2,632	3,848	3,926
507-060	WORKERS' COMPENSATION	600	1,200	1,316	1,200	1,549	1,600	1,600
507-070	UNEMPLOYMENT COMPENSATION	0	1,794	135	135	535	700	500
507-090	TERMINATION PAY-OUT	0	0	0	0	0	0	0
	TOTAL SALARIES & BENEFITS	54,053	58,749	60,203	61,050	44,799	62,878	61,445
OTHER EXPENSES								
507-120	DUES & SUBSCRIPTIONS	0	0	0	0	0	0	0
507-130	TRAINING	0	0	0	500	0	500	500
507-315	VEHICLE DEDUCTIBLE	0	0	0	0	0	0	0
507-420	OFFICE SUPPLIES	0	0	0	250	0	250	250
507-430	FLEET TOOLS & SUPPLIES	3,319	3,512	3,646	4,000	4,211	4,000	5,000
507-431	EMPLOYEE APPRECIATION LUNCHEON	0	0	0	0	0	0	0
507-450	ENVIRONMENTAL FEES	24	422	402	700	0	700	700
507-480	UNIFORM ALLOWANCE	0	0	0	0	0	0	0
507-501	VEHICLE PARTS-ADMIN	484	0	0	0	0	0	0
507-502	VEHICLE PARTS-POLICE	10,868	12,287	12,941	15,000	14,879	15,000	20,000
507-503	VEHICLE PARTS-FIRE	2,050	2,040	2,243	3,500	264	3,500	3,500
507-506	VEHICLE PARTS-PARKS & REC	946	1,521	754	1,000	569	1,000	1,000
507-508	VEHICLE PARTS-WARRANT OFFICER	0	0	0	0	0	0	0
507-515	VEHICLE PARTS-EMC/TECH	0	0	0	0	0	0	0
507-516	VEHICLE PARTS-PUBLIC WORKS	10,088	4,205	9,676	12,000	3,463	12,000	12,000
507-518	DEBT SERVICE - INTEREST	0	0	0	0	0	0	0
507-519	VEHICLE PARTS-INSPECTION	0	0	184	500	283	500	500
507-520	EQUIPMENT REPAIR	14,692	16,296	23,598	18,000	4,262	18,000	20,000
507-540	VEHICLE FUEL	33,257	18,760	14,067	30,000	11,822	20,000	30,000
507-602	VEHICLE OUTSIDE MAINT-POLICE	19,714	20,366	26,799	20,000	23,943	25,000	20,000
507-603	VEHICLE OUTSIDE MAINT-FIRE	2,751	3,753	3,278	5,000	1,880	5,000	5,000
507-606	VEHICLE OUTSIDE MAINT-PARKS&RE	(560)	1,382	782	1,000	187	1,000	1,000
507-608	VEHICLE OUTSIDE MAINT-WRNT OFF	0	0	0	0	0	0	0
507-615	VEHICLE OUTSIDE MAINT-EMC/TECH	0	0	0	0	0	0	0
507-616	VEHICLE OUTSIDE MAINT-PW	7,080	6,943	1,783	3,500	1,089	3,500	3,500
507-619	VEHICLE OUTSIDE MAINT-INSP	0	0	0	0	0	0	0
507-700	CONTINGENCIES	12	913	0	0	349	700	0
507-701	TML STORM DAMAGE	0	0	0	0	32,136	32,136	0
507-702	LEASE PURCHASE-POLICE PRINCIPA	0	0	0	0	0	0	0
507-703	LEASE PURCHASE-FIRE PRINCIPAL	0	0	0	0	0	0	0
507-704	DEBT SERVICE - INTEREST	0	0	0	0	0	0	0
507-706	LEASE PURCHASE-PARKS	0	0	0	0	0	0	0
507-716	DEBT SERVICE - PRINCIPAL	11,872	12,338	0	0	0	0	0

CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

01 -GENERAL FUND
07-FLEET MECHANIC
DEPARTMENT EXPENSES

		(----- 2016-2017 -----) (----- 2017-2018 -----)						
		2013-2014	2014-2015	2015-2016	CURRENT	Y-T-D	PROJECTED	REQUESTED
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET
								APPROVED
								BUDGET
507-717	DEBT SERVICE - INTEREST	1,004	505	0	0	0	0	0
507-719	LEASE PURCHASE-INSPECTION	0	0	0	0	0	0	0
507-721	LEASE PURCHASE-EDC	0	0	0	0	0	0	0
507-725	LEASE PURCHASE - CITY MGMT	0	0	0	0	0	0	0
507-730	VEHICLE/EQUIPMENT TESTING	253	0	46	1,000	0	1,000	1,000
TOTAL OTHER EXPENSES		117,856	105,243	100,199	115,950	99,337	143,786	123,950
CAPITAL EXPENSES								
507-800	CAPITAL EXPENDITURES	0	0	0	0	0	0	0
TOTAL CAPITAL EXPENSES		0	0	0	0	0	0	0
OTHER INCOME/EXPENSES								
507-900	UNALLOCATED FUNDS	0	0	0	0	0	0	0
TOTAL OTHER INCOME/EXPENSES		0	0	0	0	0	0	0
TOTAL 07-FLEET MECHANIC								
		171,909	163,993	160,402	177,000	144,136	206,664	185,395
		=====	=====	=====	=====	=====	=====	=====

CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

01 -GENERAL FUND

08-COURT

DEPARTMENT EXPENSES

		(----- 2016-2017 -----) (----- 2017-2018 -----)						
		2013-2014	2014-2015	2015-2016	CURRENT	Y-T-D	PROJECTED	REQUESTED
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET
								APPROVED
								BUDGET
SALARIES & BENEFITS								
508-010	COURT SALARIES	216,044	212,358	189,341	194,156	161,053	226,555	263,246
508-011	COURT LONGEVITY	0	0	0	0	0	0	0
508-012	STIPEND	4,873	4,331	6,497	6,459	6,497	6,497	0
508-015	COURT INCENTIVE PAY-BILINGUAL	0	0	0	1,800	300	1,000	1,800
508-017	CERTIFICATION PAY - COURT	0	0	0	900	231	900	900
508-018	COURT EDUCATION PAY	0	0	0	300	0	300	300
508-020	COURT OVERTIME	27,344	35,266	12,373	33,111	7,161	20,000	20,000
508-030	SOCIAL SECURITY	18,810	19,735	16,142	14,876	14,164	19,784	22,376
508-040	HEALTH INSURANCE	22,216	8,691	13,103	21,282	20,091	21,282	35,469
508-050	RETIREMENT	13,448	15,052	11,925	13,737	11,624	16,566	23,692
508-060	WORKER'S COMPENSATION	500	500	548	500	645	700	1,000
508-070	UNEMPLOYMENT COMPENSATION	0	0	675	675	897	1,000	1,000
508-095	TERMINATION PAY-OUT	0	0	0	0	0	0	0
	TOTAL SALARIES & BENEFITS	303,236	295,934	250,605	287,796	222,664	314,584	369,783
OTHER EXPENSES								
508-120	DUES & SUBSCRIPTIONS	122	0	0	0	168	200	500
508-130	BONDS & TRAINING	1,550	2,952	3,246	4,200	4,719	5,000	7,000
508-150	JUDGE	4,785	5,337	4,535	5,000	3,552	5,110	5,000
508-160	PROSECUTOR	0	0	0	0	0	0	0
508-165	WARRANT JAIL COSTS	19,110	13,828	5,983	10,000	6,579	10,000	10,000
508-170	JURY SERVICE FEES	0	(12)	0	0	0	0	0
508-180	COURT OF RECORD/STENOGRAPHER	0	206	0	0	190	200	500
508-420	OFFICE SUPPLIES	11,133	6,646	5,482	8,500	7,098	8,500	8,500
508-431	EMPLOYEE APPRECIATION LUNCHEON	0	335	427	0	0	0	0
508-480	UNIFORM ALLOWANCE	467	288	224	700	302	700	2,000
508-481	CONTINGENCIES	3,999	1,130	670	0	0	0	0
508-540	FUEL	0	0	0	0	0	0	0
508-590	POSTAGE	0	0	0	1,500	908	1,500	1,500
	TOTAL OTHER EXPENSES	41,165	30,710	20,568	29,900	23,516	31,210	35,000
CAPITAL EXPENSES								
508-800	CAPITAL EXPENDITURES	0	0	0	0	0	0	0
508-810	TRANSFER TO COURT SEC. FUND	7,000	0	0	0	0	0	0
	TOTAL CAPITAL EXPENSES	7,000	0	0	0	0	0	0
OTHER INCOME/EXPENSES								
508-900	UNALLOCATED FUNDS	0	0	0	0	0	0	0
	TOTAL OTHER INCOME/EXPENSES	0	0	0	0	0	0	0
TOTAL 08-COURT		351,401	326,643	271,173	317,696	246,180	345,794	404,783
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CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

01 -GENERAL FUND

DEPT 09

DEPARTMENT EXPENSES

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	(----- 2016-2017 -----) CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	(----- 2017-2018 -----) REQUESTED BUDGET	APPROVED BUDGET
OTHER EXPENSES								
509-100 UTILITIES	0	0	0	0	0	0	0	
509-240 CONTRACT MAINTENANCE	0	0	0	0	0	0	0	
509-430 SUPPLIES	0	131	4	0	0	0	0	
509-630 FACILITY MAINTENANCE	150	0	0	0	0	0	0	
509-700 CONTINGENCIES	0	0	0	0	0	0	0	
TOTAL OTHER EXPENSES	150	131	4	0	0	0	0	
CAPITAL EXPENSES								
509-800 CAPITAL EXPENDITURES	0	0	0	0	0	0	0	
TOTAL CAPITAL EXPENSES	0	0	0	0	0	0	0	
OTHER INCOME/EXPENSES								
509-900 UNALLOCATED FUNDS	0	0	0	0	0	0	0	
TOTAL OTHER INCOME/EXPENSES	0	0	0	0	0	0	0	
TOTAL DEPT 09	150	131	4	0	0	0	0	
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CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

01 -GENERAL FUND
10-FACILITY DIVISION
DEPARTMENT EXPENSES

	(----- 2016-2017 -----) (----- 2017-2018 -----)						
	2013-2014	2014-2015	2015-2016	CURRENT	Y-T-D	PROJECTED	REQUESTED
	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET
							APPROVED
							BUDGET
OTHER EXPENSES							
510-100 UTILITIES	85,175	78,253	99,635	90,000	107,361	120,000	110,000
510-115 MOBILE TELEPHONES	0	0	0	0	0	0	0
510-170 JANITORIAL SERVICES	23,113	16,676	13,014	20,000	10,984	20,000	20,000
510-240 CONTRACT MAINTENANCE	5,724	545	301	0	994	1,000	0
510-430 SUPPLIES	5,367	5,926	7,269	6,000	8,034	8,000	7,000
510-630 FACILITY MAINTENANCE	37,426	36,844	35,299	34,000	33,982	34,500	35,000
510-650 FIRE ALARM & EXT. INSPECTIONS	0	2,056	0	2,500	2,984	3,000	3,000
510-700 CONTINGENCIES	8,904	90	0	0	0	0	0
TOTAL OTHER EXPENSES	165,710	140,389	155,519	152,500	164,338	186,500	175,000
CAPITAL EXPENSES							
510-800 CAPITAL EXPENDITURES	0	0	0	0	0	0	0
TOTAL CAPITAL EXPENSES	0	0	0	0	0	0	0
OTHER INCOME/EXPENSES							
510-900 UNALLOCATED FUNDS	0	0	0	0	0	0	0
TOTAL OTHER INCOME/EXPENSES	0	0	0	0	0	0	0
TOTAL 10-FACILITY DIVISION	165,710	140,389	155,519	152,500	164,338	186,500	175,000
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CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

01 -GENERAL FUND

11-CIVIC CENTER

DEPARTMENT EXPENSES

DEPARTMENT EXPENSES		(----- 2016-2017 -----) (----- 2017-2018 -----)							
		2013-2014	2014-2015	2015-2016	CURRENT	Y-T-D	PROJECTED	REQUESTED	APPROVED
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
SALARIES & BENEFITS									
511-010	CIVIC CENTER SALARIES	51,318	57,318	55,258	40,839	25,027	40,839	41,466	
511-011	CIVIC CENTER LONGEVITY	0	0	0	0	0	0	0	
511-012	STIPEND	2,166	2,166	2,166	1,292	1,299	1,299	0	
511-020	OVERTIME - CIVIC CENTER	13,542	13,082	12,004	10,300	3,792	10,300	10,300	
511-030	SOCIAL SECURITY	4,606	5,470	5,330	3,537	2,492	3,605	2,709	
511-040	HEALTH INSURANCE	10,032	17,747	13,103	7,094	5,100	7,094	7,094	
511-050	RETIREMENT	4,259	4,938	5,025	3,676	2,434	3,593	2,868	
511-060	WORKERS' COMPENSATION	2,589	3,589	3,937	3,589	4,632	6,000	5,000	
511-070	UNEMPLOYMENT COMPENSATION	0	407	270	270	670	1,000	1,000	
511-095	TERMINATION PAY-OUT	0	0	0	0	0	0	0	
	TOTAL SALARIES & BENEFITS	88,512	104,717	97,092	70,596	45,446	73,730	70,436	
511-020	OVERTIME - CIVIC CENTER	CURRENT YEAR NOTES: Average of past 3 years OT Expense							
OTHER EXPENSES									
511-100	UTILITIES	19,142	25,789	33,287	27,000	20,972	27,000	27,000	
511-430	SUPPLIES	3,015	4,017	5,220	4,000	3,034	4,000	4,000	
511-431	EMPLOYEE APPRECIATION LUNCHEON	0	0	0	0	0	0	0	
511-512	STIPEND	0	0	0	0	0	0	0	
511-630	FACILITY MAINTENANCE	18,819	3,597	5,093	10,000	9,758	10,000	10,000	
511-700	CONTINGENCIES	309	0	0	0	0	0	0	
	TOTAL OTHER EXPENSES	41,285	33,403	43,600	41,000	33,764	41,000	41,000	
CAPITAL EXPENSES									
511-800	CAPITAL EXPENDITURES	0	0	0	18,700	6,951	15,000	0	
	TOTAL CAPITAL EXPENSES	0	0	0	18,700	6,951	15,000	0	
OTHER INCOME/EXPENSES									
511-900	UNALLOCATED FUNDS	0	0	0	10,000	0	0	0	
	TOTAL OTHER INCOME/EXPENSES	0	0	0	10,000	0	0	0	
TOTAL 11-CIVIC CENTER		129,797	138,120	140,693	140,296	86,161	129,730	111,436	

CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

01 -GENERAL FUND
14-CONTRACT SERVICES
DEPARTMENT EXPENSES

		(----- 2016-2017 -----) (----- 2017-2018 -----)						
		2013-2014	2014-2015	2015-2016	CURRENT	Y-T-D	PROJECTED	REQUESTED
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET
								APPROVED
								BUDGET
OTHER EXPENSES								
514-220	FOOD HEALTH OFFICER FEES	19,800	16,416	21,600	22,000	14,400	22,000	22,000
514-250	LEGAL & CITY ATTORNEY	30,623	30,709	32,000	34,646	21,600	32,100	34,646
514-255	SPECIAL LEGAL FEES	50,948	84,573	79,263	85,000	22,844	85,000	85,000
514-258	FINANCIAL SERVICES	0	0	15,750	10,000	17,377	17,377	10,000
514-260	DUES & FEES-BCAD	0	0	0	0	0	0	0
514-270	DUES & FEES - BEXAR CO ELECTNS	0	0	0	0	0	0	0
514-280	FEES-DELINQUENT COLLECTOR	0	0	0	0	0	0	0
514-285	Contract Services - MFO	1,404	0	0	0	0	0	0
514-290	AUDIT	29,070	26,500	28,500	28,000	30,000	30,000	40,000
514-300	EMS	70,000	70,000	70,000	70,000	46,667	70,000	70,000
514-310	MUNICIPAL INSURANCE	66,142	75,818	74,067	85,000	85,829	90,000	90,000
514-320	ENGINEER / ARCHITECT	48,895	39,000	67,099	50,000	4,442	50,000	50,000
514-321	CONTRACT PLANNING SERVICES	24,750	0	0	0	0	0	0
514-325	SALES TAX COLLECTION SERVICE	6,000	0	0	6,000	6,000	6,000	6,000
514-328	CABLE TV FRANF FEE COMPLIANCE	0	0	0	0	0	0	0
514-360	MOBILITY IMPAIRED TRANSPORT	12,000	12,000	12,000	12,000	12,000	12,000	12,000
514-367	WATER RESOURCES STUDY	0	0	0	0	0	0	0
514-368	WASTE MANAGEMENT ADD ON	0	0	0	0	0	0	0
514-385	SALARY SURVEY	0	0	0	0	0	0	0
514-400	CREDIT CARD TERMINAL	0	0	0	0	0	0	0
514-403	RECORDS MANAGEMENT	20,182	17,759	13,626	17,000	12,861	17,000	17,000
514-405	RECORDS STORAGE RENTAL	6,006	6,552	8,838	8,200	6,492	8,200	8,200
514-410	RECORDS DESTRUCTION	200	0	0	1,200	543	1,000	1,200
514-430	SUPPLIES	0	0	0	0	0	0	0
514-500	PURCHASE OF LAND	0	53,734	81,734	0	0	0	0
	TOTAL OTHER EXPENSES	386,019	433,061	504,476	429,046	281,056	440,677	446,046
CAPITAL EXPENSES								
514-800	CAPITAL EXPENDITURES	0	0	0	0	0	0	0
	TOTAL CAPITAL EXPENSES	0	0	0	0	0	0	0
OTHER INCOME/EXPENSES								
514-900	UNALLOCATED FUNDS	0	0	0	0	0	0	0
	TOTAL OTHER INCOME/EXPENSES	0	0	0	0	0	0	0
TOTAL 14-CONTRACT SERVICES		386,019	433,061	504,476	429,046	281,056	440,677	446,046
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CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

01 -GENERAL FUND

15-TECH SUPPORT

DEPARTMENT EXPENSES

	(----- 2016-2017 -----) (----- 2017-2018 -----)							
	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	APPROVED BUDGET
SALARIES & BENEFITS								
515-010 EMC/TECH SUPPORT SALARIES	0	0	0	0	0	0	0	_____
515-011 EMC/TECH LONGEVITY	0	0	0	0	0	0	0	_____
515-020 EMT/TECH SUPPORT OVERTIME	0	0	0	0	0	0	0	_____
515-030 EMC/TECH SOCIAL SECURITY	0	0	0	0	0	0	0	_____
515-040 EMC/TECH HEALTH INSURANCE	0	0	0	0	0	0	0	_____
515-050 EMC/TECH RETIREMENT	0	0	0	0	0	0	0	_____
515-060 WORKER'S COMPENSATION	0	0	0	0	0	0	0	_____
515-070 UNEMPLOYMENT COMPENSATION	0	0	0	0	0	0	0	_____
515-090 EMC/TECH TERM.PAY-OUT	0	0	0	0	0	0	0	_____
TOTAL SALARIES & BENEFITS	0	0	0	0	0	0	0	_____
OTHER EXPENSES								
515-120 DUES & SUBSCRIPTIONS	0	0	0	0	0	0	0	_____
515-130 EMC/TECH TRAINING	0	0	0	0	0	0	0	_____
515-200 COMPUTER CONTRACTS	45,123	31,579	55,034	67,000	38,761	67,000	67,000	_____
515-201 COMPUTER MAINTENANCE	3,711	2,658	2,784	4,000	4,913	5,000	5,000	_____
515-205 TELECOMMUNICATIONS CONTRACT	45,082	65,080	66,433	59,500	73,803	80,000	59,500	_____
515-210 TELEPHONE MAINT.CONTRACT	1,101	277	610	7,000	3,140	2,000	7,000	_____
515-215 MOBILE PHONES CONTRACT	13,883	16,798	23,150	15,000	12,752	15,000	15,000	_____
515-220 MOBILE PHONES MAINTENANCE	0	0	0	0	0	0	0	_____
515-221 MOBILE DATA TERMINAL SERVICE	6,731	10,994	7,327	8,000	1,878	8,000	8,000	_____
515-223 PAGER CONTRACT	0	0	0	0	0	0	0	_____
515-225 PAGER MAINTENANCE	0	0	0	0	0	0	0	_____
515-226 PAGER MAINTENANCE-FIRE	0	0	0	0	0	0	0	_____
515-227 RADIO CONTRACT	0	0	0	0	0	0	0	_____
515-229 RADIO MAINTENANCE	0	0	0	0	0	0	0	_____
515-286 CONTRACTSERVICES - IT	94,431	126,531	123,639	94,000	87,863	120,000	94,000	_____
515-330 WEBSITE SUPPORT CONTRACT	(125)	0	0	0	0	0	0	_____
515-332 WEBSITE MAINTENANCE	6,466	4,052	0	6,500	4,299	6,500	6,500	_____
515-333 CLOUD HOSTING FEES	0	0	0	0	0	0	0	_____
515-395 EMERGENCY MGMT SUPPORT	0	0	0	0	0	0	0	_____
515-396 EOC EQUIPMENT & SUPPLIES	0	0	0	0	0	0	0	_____
515-430 TECH SUPPLIES	0	0	0	0	0	0	0	_____
515-460 COPIER CONTRACT & SUPPLIES	11,909	15,693	12,634	15,000	5,770	12,000	15,000	_____
515-480 UNIFORM ALLOWANCE	0	0	0	0	0	0	0	_____
515-520 EQUIPMENT REPAIR	0	0	0	0	0	0	0	_____
515-522 AUDIO VISUAL MAINTENANCE	0	0	0	0	0	0	0	_____
515-525 LEASE PURCHASE-RECORDS MGMT SY	0	0	0	0	0	0	0	_____
515-700 CONTINGENCIES	4,003	0	0	0	0	0	0	_____
TOTAL OTHER EXPENSES	232,315	273,661	291,611	276,000	233,178	315,500	277,000	_____
CAPITAL EXPENSES								
515-800 CAPITAL EXPENSE	22,570	0	0	0	0	0	0	_____
TOTAL CAPITAL EXPENSES	22,570	0	0	0	0	0	0	_____
OTHER INCOME/EXPENSES								
515-900 UNALLOCATED FUNDS	0	0	0	10,000	0	0	0	_____
TOTAL OTHER INCOME/EXPENSES	0	0	0	10,000	0	0	0	_____

CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

01 -GENERAL FUND

16-PUBLIC WORKS

DEPARTMENT EXPENSES

		(----- 2016-2017 -----) (----- 2017-2018 -----)						
		2013-2014	2014-2015	2015-2016	CURRENT	Y-T-D	PROJECTED	REQUESTED
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET
								APPROVED
								BUDGET
SALARIES & BENEFITS								
516-010	PUBLIC WORKS SALARIES	326,544	335,575	364,744	388,443	274,774	390,194	399,417
516-011	PUBLIC WORKS LONGEVITY	0	0	0	0	0	0	0
516-012	STIPEND	11,099	9,000	10,828	14,210	14,194	14,194	0
516-015	P.W .INCENTIVE PAY-BILINGUAL	605	602	605	600	427	600	600
516-018	P.W. EDUCATION PAY	302	301	302	300	213	300	300
516-020	PUBLIC WORKS OVERTIME	5,864	4,979	8,299	2,800	2,603	4,000	3,000
516-030	SOCIAL SECURITY	29,388	27,654	28,693	33,701	23,915	34,473	33,950
516-040	HEALTH INSURANCE	41,718	75,776	63,235	78,032	55,896	78,032	78,032
516-050	RETIREMENT	21,812	23,702	26,973	34,960	23,386	34,960	35,947
516-060	WORKERS' COMPENSATION	13,567	16,567	18,396	16,567	21,380	22,000	22,000
516-070	UNEMPLOYMENT COMPENSATION	0	2,383	1,350	1,350	1,512	1,510	2,000
516-080	CONTRACT LABOR	60,667	4,187	(3,756)	7,022	0	0	5,000
516-095	TERMINATION PAY-OUT	0	0	0	0	0	0	0
	TOTAL SALARIES & BENEFITS	511,567	500,726	519,669	577,985	418,300	580,263	580,248
OTHER EXPENSES								
516-100	UTILITIES	29,916	36,332	8,852	27,000	1,579	20,000	27,000
516-130	TRAINING	638	748	1,236	1,000	(138)	1,000	1,500
516-140	EMPLOYMENT SCREENING	44	108	244	0	0	0	0
516-240	CONTRACT OUT MAINTENANCE	908	4,622	4,466	5,000	1,608	4,000	5,000
516-430	SUPPLIES	20,368	14,441	6,870	13,000	9,580	13,000	13,000
516-431	EMPLOYEE APPRECIATION LUNCHEON	0	0	500	0	0	0	0
516-480	UNIFORM ALLOWANCE	13,564	16,699	14,370	13,000	19,627	20,000	17,000
516-510	VEHICLE OUTSIDE MAINTENAN	0	0	0	0	0	0	0
516-525	EQUIPMENT RENTAL	2,679	184	2,272	3,500	364	3,500	3,500
516-530	STREET SIGNS & MARKERS	14,991	910	5,433	7,000	7,975	10,000	10,000
516-590	POSTAGE	0	0	0	0	0	0	0
516-630	FACILITIES MAINTENANCE	33,626	10,269	7,018	15,000	4,256	12,000	15,000
516-700	CONTINGENCIES	16,082	0	0	0	0	0	0
516-710	STREET CRACK FILLING MATERIAL	0	0	1,193	0	0	0	0
516-720	ALLEY/CURB/SIDEWALK REPAIR	10,199	0	0	0	0	0	0
	TOTAL OTHER EXPENSES	143,016	84,312	52,452	84,500	44,851	83,500	92,000
CAPITAL EXPENSES								
516-800	CAPITAL EXPENDITURES	(16,040)	47,988	0	21,000	14,195	18,000	0
516-810	STREET CAPITAL REPAIRS	1,911	3,527	3,355	0	0	0	0
516-890	STREET SWEEPER PRINCIPAL	0	0	0	0	0	0	42,305
516-892	STREET SWEEPER INTEREST	0	0	0	0	0	0	5,864
	TOTAL CAPITAL EXPENSES	(14,129)	51,514	3,355	21,000	14,195	18,000	48,169
OTHER INCOME/EXPENSES								
516-900	UNALLOCATED FUNDS	0	0	0	10,000	0	0	0
	TOTAL OTHER INCOME/EXPENSES	0	0	0	10,000	0	0	0
TOTAL 16-PUBLIC WORKS		640,453	636,552	575,477	693,485	477,346	681,763	720,417
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CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

01 -GENERAL FUND
17-ANIMAL CONTROL
DEPARTMENT EXPENSES

	(----- 2016-2017 -----) (----- 2017-2018 -----)							
	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	APPROVED BUDGET
SALARIES & BENEFITS								
517-010 SALARIES-ANIMAL CONTROL	39,757	46,580	65,333	66,112	48,382	68,007	67,434	
517-011 LONGEVITY	0	0	0	0	0	0	0	
517-012 STIPEND	1,083	1,500	2,166	2,584	2,599	2,599	0	
517-013 Salaries - Animal on call	2,620	2,610	2,901	2,600	2,562	2,600	3,000	
517-020 OVERTIME-ANIMAL CONTROL	3,712	4,730	8,119	4,200	4,187	7,000	7,000	
517-030 SOCIAL SECURITY	3,505	4,357	5,848	5,748	4,807	6,787	5,732	
517-040 HEALTH INSURANCE	4,006	7,517	7,557	14,188	11,408	14,188	14,188	
517-050 RETIREMENT	2,414	2,710	5,491	5,950	4,685	6,748	6,069	
517-060 WORKER'S COMPENSATION	0	1,633	1,567	1,633	2,107	2,200	2,200	
517-070 UNEMPLOYMENT COMPENSATION	0	331	0	500	900	1,000	1,000	
TOTAL SALARIES & BENEFITS	57,097	71,968	98,981	103,514	81,636	111,128	106,622	
OTHER EXPENSES								
517-230 VET/INPOUNDING/SHELTER	25,301	20,070	20,150	28,900	10,040	25,000	28,900	
517-231 INPOUNDING/SHELTER	10,591	25,351	22,472	24,400	12,110	22,000	24,400	
517-240 TRAINING & CERTIFICATION	876	0	318	1,000	1,154	1,200	1,500	
517-420 EQUIPMENT	753	151	277	2,100	120	2,100	2,100	
517-430 SUPPLIES	4,286	802	1,920	900	511	900	900	
TOTAL OTHER EXPENSES	41,806	46,374	45,138	57,300	23,935	51,200	57,800	
CAPITAL EXPENSES								
517-800 CAPITAL EXPENDITURES	0	0	0	0	0	0	0	
TOTAL CAPITAL EXPENSES	0	0	0	0	0	0	0	
OTHER INCOME/EXPENSES								
517-900 UNALLOCATED FUNDS	0	0	0	0	0	0	0	
TOTAL OTHER INCOME/EXPENSES	0	0	0	0	0	0	0	
TOTAL 17-ANIMAL CONTROL	98,903	118,341	144,119	160,814	105,571	162,328	164,422	
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CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

01 -GENERAL FUND

18-WCCPD

DEPARTMENT EXPENSES

	2013-2014	2014-2015	2015-2016	(----- 2016-2017 -----)	(----- 2017-2018 -----)		
	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET
							APPROVED BUDGET
SALARIES & BENEFITS							
518-010 WCCPD SALARIES	0	0	0	0	0	0	0
518-011 WCCPD LONGEVITY	0	0	0	0	0	0	0
518-014 WCCPD SPECIAL ASSIGN PAY-K-9	0	0	0	0	0	0	0
518-015 WCCPD INCEN PAY-BILING & SHIFT	0	0	0	0	0	0	0
518-017 WCCPD CERTIFICATION PAY	0	0	0	0	0	0	0
518-020 WCCPD OVERTIME	0	0	0	0	0	0	0
518-021 WCCPD-7K HOURS	0	0	0	0	0	0	0
518-030 WCCPD SOCIAL SECURITY	0	0	0	0	0	0	0
518-040 WCCPD HEALTH INSURANCE	0	0	0	0	0	0	0
518-050 WCCPD RETIREMENT	0	0	0	0	0	0	0
518-060 WCCPD WORKERS COMP	0	0	0	0	0	0	0
518-070 UNEMPLOYMENT COMPENSATION	0	0	0	0	0	0	0
518-095 WCCPD TERM.PAYOUT	0	0	0	0	0	0	0
TOTAL SALARIES & BENEFITS	0	0	0	0	0	0	0
OTHER INCOME/EXPENSES							
518-900 UNALLOCATED FUNDS	0	0	0	0	0	0	0
TOTAL OTHER INCOME/EXPENSES	0	0	0	0	0	0	0
TOTAL 18-WCCPD	0	0	0	0	0	0	0
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CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

01 -GENERAL FUND
19-CODE ENFORCEMENT
DEPARTMENT EXPENSES

		(----- 2016-2017 -----) (----- 2017-2018 -----)						
		2013-2014	2014-2015	2015-2016	CURRENT	Y-T-D	PROJECTED	REQUESTED
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET
								APPROVED
								BUDGET
SALARIES & BENEFITS								
519-010	INSPECTION SALARIES	38,288	38,300	41,747	42,772	30,485	43,341	43,638
519-011	INSPECTIONS LONGEVITY	0	0	0	0	0	0	0
519-012	STIPEND	1,083	1,083	1,083	1,292	1,299	1,299	0
519-015	INSP.INCENTIVE PAY-BILINGUAL	605	411	(24)	600	231	600	600
519-018	INSPECTION EDUCATION PAY	0	0	0	0	0	0	0
519-020	OVERTIME	121	387	148	1,800	0	750	1,800
519-026	HAZARDOUS DUTY PAY	312	283	(18)	480	185	480	480
519-030	SOCIAL SECURITY	2,327	2,448	2,661	3,691	2,180	3,691	3,709
519-040	HEALTH INSURANCE	4,261	7,722	6,194	7,094	5,284	7,094	7,094
519-050	RETIREMENT	2,611	2,768	3,061	3,850	2,638	3,850	3,927
519-060	WORKER'S COMPENSATION	244	344	377	500	645	645	1,000
519-070	UNEMPLOYMENT COMPENSATION	0	272	0	500	500	500	500
	TOTAL SALARIES & BENEFITS	49,852	54,018	55,230	62,579	43,448	62,250	62,749
OTHER EXPENSES								
519-120	DUES & SUBSCRIPTIONS	125	125	135	135	135	135	135
519-125	CONTRACT INSPECTION SVCS	0	0	0	0	0	0	0
519-130	BONDS & TRAINING	334	0	106	500	0	500	500
519-140	EMPLOYMENT SCREENING	0	0	0	0	0	0	0
519-150	CONTRACT SERVICES - INSPECTION	0	0	0	0	0	0	0
519-420	OFFICE SUPPLIES	0	351	290	750	229	750	750
519-430	SUPPLIES & EQUIPMENT	275	205	386	0	0	0	500
519-480	UNIFORMS	371	0	0	500	120	500	500
519-490	VEHICLE PARTS	0	0	0	0	0	0	0
519-540	VEHICLE FUEL	0	0	0	0	0	0	0
519-700	CONTINGENCIES	0	0	0	0	0	0	0
	TOTAL OTHER EXPENSES	1,105	681	916	1,885	484	1,885	2,385
CAPITAL EXPENSES								
519-800	CAPITAL EXPENDITURES	0	0	0	0	0	0	0
	TOTAL CAPITAL EXPENSES	0	0	0	0	0	0	0
OTHER INCOME/EXPENSES								
519-900	UNALLOCATED FUNDS	0	0	0	0	0	0	0
	TOTAL OTHER INCOME/EXPENSES	0	0	0	0	0	0	0
TOTAL 19-CODE ENFORCEMENT		50,957	54,699	56,146	64,464	43,931	64,135	65,134
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CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

01 -GENERAL FUND

20-FINANCE

DEPARTMENT EXPENSES

		(----- 2016-2017 -----) (----- 2017-2018 -----)						
		2013-2014	2014-2015	2015-2016	CURRENT	Y-T-D	PROJECTED	REQUESTED
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET
								APPROVED
								BUDGET
SALARIES & BENEFITS								
520-010	FINANCE SALARIES	111,909	108,098	169,900	199,723	146,381	206,770	214,485
520-011	FINANCE LONGEVITY	0	0	0	0	0	0	0
520-012	STIPEND	3,790	3,500	3,790	5,167	5,198	5,198	0
520-015	FINANCE BILINGUAL PAY	0	0	0	0	0	0	0
520-018	FINANCE EDUCATION PAY	605	602	605	650	427	650	650
520-020	FINANCE OVERTIME	3,324	3,606	4,557	3,000	1,730	3,000	3,000
520-030	FINANCE SOCIAL SECURITY	8,687	9,490	14,087	17,176	11,943	16,349	18,231
520-040	FINANCE HEALTH INSURANCE	15,311	58,040	20,819	28,375	19,346	28,375	28,375
520-050	FINANCE RETIREMENT	6,564	7,878	10,798	17,975	12,490	17,323	19,304
520-060	WORKER'S COMPENSATION	281	381	418	500	0	500	500
520-070	UNEMPLOYMENT COMPENSATION	0	768	0	500	500	500	500
520-095	TERMINATION PAY-OUT - FINANCE	0	0	0	0	0	0	0
	TOTAL SALARIES & BENEFITS	150,471	192,363	224,973	273,066	198,015	278,664	285,045
OTHER EXPENSES								
520-120	DUES & SUBSCRIPTIONS	595	716	292	1,000	46	750	1,000
520-130	BONDS & TRAINING	2,292	2,444	4,390	6,000	1,169	4,000	6,000
520-140	EMPLOYMENT SCREENING	0	0	0	0	0	0	0
520-260	DUES & FEES- BCAD	11,928	10,544	10,267	13,000	7,287	13,000	13,000
520-280	FEES-DELINQUENT COLLECTOR	0	0	0	0	0	0	0
520-285	CONTRACT SERVICES - MFO	67,656	70,779	0	0	0	0	0
520-289	CONTRACT SUPPORT	0	5,703	0	0	0	0	0
520-400	BANK/CREDIT CARD TERMINAL CHAR	5,689	10,287	9,607	8,000	3,753	7,000	8,000
520-420	OFFICE SUPPLIES	6,925	7,478	4,176	7,000	7,412	7,000	8,000
520-431	EMPLOYEE APPRECIATION LUNCHEON	0	0	0	0	68	68	0
520-590	POSTAGE	0	0	0	1,000	447	800	1,000
520-600	OFFICE EQUIP. & MAINT	0	0	0	2,000	0	0	2,000
520-700	CONTINGENCIES	874	1,024	688	0	0	0	0
	TOTAL OTHER EXPENSES	95,960	108,974	29,419	38,000	20,182	32,618	39,000
CAPITAL EXPENSES								
520-800	CAPITAL EXPENDITURES	0	0	0	0	0	0	0
	TOTAL CAPITAL EXPENSES	0	0	0	0	0	0	0
OTHER INCOME/EXPENSES								
520-900	UNALLOCATED FUNDS	0	0	0	0	0	0	0
	TOTAL OTHER INCOME/EXPENSES	0	0	0	0	0	0	0
TOTAL 20-FINANCE		246,431	301,337	254,392	311,066	218,197	311,282	324,045
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CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

01 -GENERAL FUND
21-ECONOMIC DEVELOPMENT (E
DEPARTMENT EXPENSES

	(----- 2016-2017 -----) (----- 2017-2018 -----)							
	2013-2014	2014-2015	2015-2016	CURRENT	Y-T-D	PROJECTED	REQUESTED	APPROVED
	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET	BUDGET
SALARIES & BENEFITS								
521-010 EDC SALARIES	0	0	0	0	0	0	0	_____
521-011 EDC LONGEVITY	0	0	0	0	0	0	0	_____
521-018 EDC EDUCATION PAY	0	0	0	0	0	0	0	_____
521-020 EDC OVERTIME	0	0	0	0	0	0	0	_____
521-030 SOCIAL SECURITY	0	0	0	0	0	0	0	_____
521-040 HEALTH INSURANCE	0	0	0	0	0	0	0	_____
521-050 RETIREMENT	0	0	0	0	0	0	0	_____
521-060 WORKERS COMPENSATION	0	0	0	0	0	0	0	_____
521-070 UNEMPLOYMENT COMPENSATION	0	0	0	0	0	0	0	_____
521-095 TERMINATION PAY-OUT	0	0	0	0	0	0	0	_____
TOTAL SALARIES & BENEFITS	0	0	0	0	0	0	0	_____
OTHER EXPENSES								
521-430 SUPPLIES	(71)	0	0	0	0	0	0	_____
521-510 VEHICLE ALLOWANCE-DIRECTOR	0	0	0	0	0	0	0	_____
521-515 HEALTH INS. ALLOWANCE-DIRECTOR	0	0	0	0	0	0	0	_____
521-590 POSTAGE	0	0	0	0	0	0	0	_____
TOTAL OTHER EXPENSES	(71)	0	0	0	0	0	0	_____
OTHER INCOME/EXPENSES								
521-900 TRANSFER TO EDC FUND	0	0	0	0	0	0	0	_____
521-901 UNALLOCATED FUNDS	0	0	0	0	0	0	0	_____
TOTAL OTHER INCOME/EXPENSES	0	0	0	0	0	0	0	_____
TOTAL 21-ECONOMIC DEVELOPMENT (E	(71)	0	0	0	0	0	0	_____
	=====	=====	=====	=====	=====	=====	=====	=====

CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

01 -GENERAL FUND

23-DEPT

DEPARTMENT EXPENSES

	2013-2014	2014-2015	2015-2016	(----- 2016-2017 -----)	(----- 2017-2018 -----)			
	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	APPROVED BUDGET
OTHER EXPENSES								
523-100 UTILITIES	0	0	0	0	0	0	0	
523-240 CONTRACT MAINTENANCE	0	0	0	0	0	0	0	
523-430 SUPPLIES	0	0	0	0	0	0	0	
523-630 FACILITY MAINTENANCE	0	0	0	0	0	0	0	
523-700 CONTINGENCIES	71	0	0	0	0	0	0	
TOTAL OTHER EXPENSES	71	0	0	0	0	0	0	
CAPITAL EXPENSES								
523-800 CAPITAL EXPENSE	0	0	0	0	0	0	0	
TOTAL CAPITAL EXPENSES	0	0	0	0	0	0	0	
OTHER INCOME/EXPENSES								
523-900 UNALLOCATED FUNDS	0	0	0	0	0	0	0	
TOTAL OTHER INCOME/EXPENSES	0	0	0	0	0	0	0	
TOTAL 23-DEPT	71	0	0	0	0	0	0	
	=====	=====	=====	=====	=====	=====	=====	=====

CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

01 -GENERAL FUND
25-CITY MANAGEMENT
DEPARTMENT EXPENSES

DEPARTMENT EXPENSES		(----- 2016-2017 -----) (----- 2017-2018 -----)						
	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	APPROVED BUDGET
SALARIES & BENEFITS								
525-010	CITY MANAGEMENT SALARIES	114,578	121,844	139,147	135,975	100,122	135,975	138,695
525-011	LONGEVITY	0	0	0	0	0	0	
525-012	STIPEND	1,083	1,000	0	1,299	0	0	
525-017	CERTIFICATION PAY	0	0	0	0	0	0	
525-018	EDUCATION PAY	0	0	0	0	0	0	
525-019	TUITION REIMBURSEMENT	0	0	0	0	0	0	
525-020	CITY MANAGEMENT OVERTIME	0	0	0	0	0	0	
525-030	SOCIAL SECURITY	8,065	8,657	9,783	11,558	7,116	11,558	11,789
525-040	HEALTH INSURANCE	3,524	8,543	5,975	7,094	5,138	7,094	7,094
525-050	RETIREMENT	7,560	8,557	10,133	12,238	8,312	12,238	12,483
525-060	WORKER'S COMPENSATION	1,500	1,937	2,125	2,000	2,581	2,600	3,000
525-070	UNEMPLOYMENT COMPENSATION	0	865	135	500	492	500	500
525-080	CONTRACT LABOR - HR	692	0	0	1,000	0	0	1,000
525-095	TERMINATION PAYOUT	0	0	0	0	0	0	
TOTAL SALARIES & BENEFITS		137,001	151,403	167,297	171,664	123,761	169,965	174,560
OTHER EXPENSES								
525-120	DUES & SUBSCRIPTIONS	600	618	19	1,000	81	750	1,000
525-121	ADP Contract	0	0	0	0	0	0	0
525-130	BONDS & TRAINING	1,142	541	578	1,000	0	750	1,000
525-140	EMPLOY. SCREENING & RECRUITM	8,622	0	0	0	0	0	0
525-150	MOVING EXPENSE - CITY MGR	0	0	0	0	0	0	0
525-420	OFFICE SUPPLIES	313	142	1,088	1,000	687	1,000	1,000
525-430	HR SUPPLIES	0	97	0	0	0	0	0
525-640	EMPLOYEE RECOGNITION	1,520	912	0	6,800	4,675	6,800	6,800
525-645	MEALS & ENTERTAINMENT	293	1,022	119	1,000	689	1,000	1,000
525-650	VEHICLE EXPENSE	0	0	0	0	0	0	0
525-655	Cell Phone Allowance	0	0	0	0	0	0	0
TOTAL OTHER EXPENSES		12,489	3,332	1,803	10,800	6,131	10,300	10,800
OTHER INCOME/EXPENSES								
525-900	TRANSFER TO EDC	0	0	0	0	0	0	
525-901	TRANSFER TO STREETS FUND	40,305	0	0	0	0	0	
525-902	UNALLOCATED FUNDS	0	0	0	0	0	0	
TOTAL OTHER INCOME/EXPENSES		40,305	0	0	0	0	0	
TOTAL 25-CITY MANAGEMENT		189,796	154,735	169,101	182,464	129,892	180,265	185,360

CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

01 -GENERAL FUND

26-POOL

DEPARTMENT EXPENSES

		(----- 2016-2017 -----) (----- 2017-2018 -----)						
	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	APPROVED BUDGET
SALARIES & BENEFITS								
526-010 SALARIES	46,309	48,857	59,512	51,200	14,848	51,200	55,000	_____
526-020 OVERTIME	14	657	115	2,800	224	2,800	2,800	_____
526-030 SOCIAL SECURITY	3,544	3,790	4,453	4,131	1,153	4,131	4,675	_____
526-040 HEALTH INSURANCE	0	(45)	0	0	0	0	0	_____
526-050 RETIREMENT	0	0	0	0	0	0	0	_____
526-060 WORKER'S COMPENSATION	1,635	2,135	2,342	2,500	3,226	3,300	3,500	_____
526-070 UNEMPLOYMENT COMPENSATION	0	347	2,430	2,500	1,161	2,500	0	_____
TOTAL SALARIES & BENEFITS	51,502	55,741	68,852	63,131	20,613	63,931	65,975	_____
OTHER EXPENSES								
526-100 UTILITIES	4,495	5,083	4,721	8,000	1,444	8,000	8,000	_____
526-130 BONDS & TRAINING	1,885	1,232	2,037	0	(453)	0	0	_____
526-140 EMPLOYMENT SCREENING	0	200	(200)	1,500	0	1,500	1,500	_____
526-210 EQUIPMENT LEASE	0	0	0	0	0	0	0	_____
526-255 CONTRACT SERVICES - POOL	0	2,546	0	0	0	0	0	_____
526-420 OFFICE SUPPLIES	0	0	0	100	498	1,000	750	_____
526-430 MISCELLANEOUS SUPPLIES	11,183	11,853	11,551	2,500	7,037	7,000	2,500	_____
526-431 POOL CHEMICALS	0	0	0	11,000	3,888	11,000	11,000	_____
526-480 UNIFORM ALLOWANCE	0	0	0	1,600	0	1,600	1,600	_____
526-500 VEHICLE PARTS	0	0	0	0	0	0	0	_____
526-510 VEHICLE OUTSIDE MAINTENANCE	0	0	0	0	0	0	0	_____
526-520 EQUIPMENT REPAIR	580	0	155	6,000	28	6,000	6,000	_____
526-630 FACILITY MAINTENANCE	3,664	5,647	4,412	5,000	2,445	5,000	5,000	_____
526-700 CONTINGENCIES	0	423	1,446	1,000	436	1,000	1,000	_____
TOTAL OTHER EXPENSES	21,808	26,985	24,122	36,700	15,322	42,100	37,350	_____
CAPITAL EXPENSES								
526-800 CAPITAL EXPENDITURES	0	0	12,000	0	0	0	0	_____
TOTAL CAPITAL EXPENSES	0	0	12,000	0	0	0	0	_____
OTHER INCOME/EXPENSES								
526-900 UNALLOCATED FUNDS	0	0	0	0	0	0	0	_____
TOTAL OTHER INCOME/EXPENSES	0	0	0	0	0	0	0	_____
TOTAL 26-POOL	73,309	82,727	104,974	99,831	35,935	106,031	103,325	=====

CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

01 -GENERAL FUND

27-POST OFFICE

DEPARTMENT EXPENSES

	((----- 2016-2017 -----)) ((----- 2017-2018 -----))							
	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	APPROVED BUDGET
SALARIES & BENEFITS								
527-010 POST OFFICE SALARIES	24,727	30,352	32,018	29,411	24,316	32,716	29,994	
527-011 LONGEVITY	0	0	0	0	0	0	0	
527-012 STIPEND	1,354	1,354	1,354	1,292	1,299	1,299	0	
527-015 P. O. INCENTIVE PAY-BILINGUAL	0	0	0	0	0	0	0	
527-020 OVERTIME - POST OFFICE	1,443	771	409	1,200	357	750	1,200	
527-030 SOCIAL SECURITY	2,048	2,429	2,505	2,567	2,116	2,645	2,549	
527-040 HEALTH INSURANCE	4,006	7,533	4,893	7,094	4,613	7,094	7,094	
527-050 RETIREMENT	1,615	1,761	2,043	2,647	1,858	2,647	2,699	
527-060 WORKER'S COMPENSATION	45	0	49	500	645	645	750	
527-070 UNEMPLOYMENT COMPENSATION	0	0	251	500	567	600	750	
527-095 TERMINATION PAY-OUT	0	0	0	0	0	0	0	
TOTAL SALARIES & BENEFITS	35,237	44,199	43,521	45,211	35,771	48,396	45,036	
OTHER EXPENSES								
527-120 DUES & SUBSCRIPTIONS	0	0	0	0	0	0	0	
527-130 BONDS & TRAINING	0	0	0	0	0	0	0	
527-420 OFFICE SUPPLIES - POST OFFICE	2,261	8,312	4,317	5,000	6,467	7,000	6,000	
527-421 CONTRACT / SEASONAL HELP	0	0	0	3,200	0	0	3,200	
527-590 POSTAGE - POST OFFICE	3,983	0	1,938	0	0	0	0	
527-600 OFFICE EQUIPMENT & MAINTENANCE	0	0	0	0	0	0	0	
527-610 OFFICE EQUIPMENT LEASE	3,950	5,827	8,816	12,200	2,796	10,000	12,200	
527-700 CONTINGENCIES	182	7,589	29	0	0	0	0	
527-710 INVENTORY ADJUSTMENTS	0	0	0	400	105	400	400	
TOTAL OTHER EXPENSES	10,377	21,727	15,100	20,800	9,367	17,400	21,800	
CAPITAL EXPENSES								
527-800 CAPITAL EXPENSE	0	0	0	0	0	0	0	
TOTAL CAPITAL EXPENSES	0	0	0	0	0	0	0	
OTHER INCOME/EXPENSES								
527-900 UNALLOCATED FUNDS	0	0	0	0	0	0	0	
TOTAL OTHER INCOME/EXPENSES	0	0	0	0	0	0	0	
TOTAL 27-POST OFFICE	45,614	65,926	58,621	66,011	45,138	65,796	66,836	
	=====	=====	=====	=====	=====	=====	=====	=====

CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

01 -GENERAL FUND
28-HUMAN RESOURCES
DEPARTMENT EXPENSES

	2013-2014	2014-2015	2015-2016	CURRENT	2016-2017	PROJECTED	REQUESTED	APPROVED
	ACTUAL	ACTUAL	ACTUAL	BUDGET	Y-T-D ACTUAL	YEAR END	BUDGET	BUDGET
OTHER EXPENSES								
528-121 ADP Contract	0	0	0	0	0	0	0	
528-130 INSURANCE ADMIN. FEES	0	0	0	0	2,320	3,500	4,000	
528-140 EMPLOYMENT SCREENING/RECRUIT	12,482	9,653	14,836	14,000	7,932	14,000	14,000	
528-141 ADP SERVICES	0	0	0	46,248	24,042	50,000	60,000	
528-142 RECOGNITION PROGRAM	0	200	0	2,000	721	1,000	2,000	
528-143 EMPLOYEE WELLNESS PROGRAM	0	300	0	0	0	0	0	
528-150 EMP MED COST ASSIST	0	0	545	80,500	44,402	70,000	0	
528-160 EMP RECONGITION PROGRAM	0	0	0	0	0	0	0	
528-162 INSURANCE INCREASE	0	0	0	0	0	0	0	
528-170 EMP WELLNESS PROGRAM	0	0	0	0	0	0	0	
528-175 TRANSFER TO HRA FUND 12	0	0	49,000	0	0	0	0	
528-180 COLA 2%	0	0	0	55,099	0	0	0	
TOTAL OTHER EXPENSES	12,482	10,153	64,381	197,847	79,417	138,500	80,000	
OTHER INCOME/EXPENSES								
528-900 UNALLOCATED FUNDS	0	0	0	0	0	0	0	
TOTAL OTHER INCOME/EXPENSES	0	0	0	0	0	0	0	
TOTAL 28-HUMAN RESOURCES	12,482	10,153	64,381	197,847	79,417	138,500	80,000	

CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

01 -GENERAL FUND
29-MERIT INCREASES
DEPARTMENT EXPENSES

	2013-2014	2014-2015	2015-2016	(----- 2016-2017 -----)	(----- 2017-2018 -----)			
	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	APPROVED BUDGET
SALARIES & BENEFITS								
529-010 MERIT INCREASE SALARIES	0	0	0	0	0	0	0	
529-030 SOCIAL SECURITY	0	0	0	0	0	0	0	
529-050 RETIREMENT	0	0	0	0	0	0	0	
529-060 WORKERS COMP	0	0	0	0	0	0	0	
TOTAL SALARIES & BENEFITS	0	0	0	0	0	0	0	
TOTAL 29-MERIT INCREASES	0	0	0	0	0	0	0	
	=====	=====	=====	=====	=====	=====	=====	=====

CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

01 -GENERAL FUND

30-CAPITAL

DEPARTMENT EXPENSES

	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018			
	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	APPROVED BUDGET
-----) (-----								
OTHER EXPENSES								
530-506 PARKS CAPITAL	0	0	0	0	0	0	0	
530-507 FLEET CAPITAL	0	0	0	0	0	0	0	
530-508 COURT CAPITAL	0	0	0	0	0	0	0	
530-525 CITY MANAGER CAPITAL	0	0	0	0	0	0	0	
530-526 POOL CAPITAL	0	0	0	0	0	0	0	
530-527 POST OFFICE CAPITAL	0	0	0	0	0	0	0	
530-528 HUMAN RESOURCES CAPITAL	0	0	0	0	0	0	0	
TOTAL OTHER EXPENSES	0	0	0	0	0	0	0	
CAPITAL EXPENSES								
530-801 ADMIN CAPITAL	0	0	0	0	0	0	0	
530-802 POLICE CAPITAL	(30)	0	0	0	0	0	0	
530-803 FIRE CAPITAL	122,407	0	0	0	0	0	0	
530-804 SPECIAL SERVICES CAPITAL	0	0	0	0	0	0	0	
530-806 PARKS CAPITAL	497,469	0	0	0	0	0	0	
530-810 FACILITY CAPITAL	0	0	0	0	0	0	0	
530-811 CIVIC CENTER CAPITAL	0	0	0	0	0	0	0	
530-814 CONTRACT SERVICES CAPITAL	0	0	0	0	0	0	0	
530-815 TECH SUPPORT CAPITAL	23,791	0	0	0	0	0	0	
530-816 PUBLIC WORKS CAPITAL	42,517	0	0	0	0	0	0	
530-817 ANIMAL CONTROL CAPITAL	0	0	0	0	0	0	0	
530-819 CODE ENFORCEMENT CAPITAL	0	0	0	0	0	0	0	
530-820 FINANCE CAPITAL	0	0	0	0	0	0	0	
TOTAL CAPITAL EXPENSES	686,154	0	0	0	0	0	0	
OTHER INCOME/EXPENSES								
530-925 TRANSFER OUT TO STREETS	724,972	113,940	0	400,000	0	0	0	
TOTAL OTHER INCOME/EXPENSES	724,972	113,940	0	400,000	0	0	0	
TOTAL 30-CAPITAL	1,411,126	113,940	0	400,000	0	0	0	
	=====	=====	=====	=====	=====	=====	=====	=====

CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

01 -GENERAL FUND
00-GENERAL EXPENDITURES
DEPARTMENT EXPENSES

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	(----- CURRENT BUDGET	2016-2017 Y-T-D ACTUAL	(----- PROJECTED YEAR END	(----- REQUESTED BUDGET	(----- 2017-2018 APPROVED BUDGET
SALARIES & BENEFITS								
500-030 SOCIAL SECURITY	0	0	0	0	0	0	0	
500-050 RETIREMENT	0	0	0	0	0	0	0	
TOTAL SALARIES & BENEFITS	0	0	0	0	0	0	0	
TOTAL 00-GENERAL EXPENDITURES	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	6,672,208	5,995,895	6,045,793	7,301,048	4,662,723	6,779,665	6,508,903	
REVENUE OVER/(UNDER) EXPENDITURES	(922,828)	(270)	461,290	(818,559)	(116,679)	(197,408)	89,878	
PROJECTED ENDING FUND BALANCE	2,138,479	2,116,403	2,576,146	1,757,587	2,459,467	2,378,738	2,468,615	

*** END OF REPORT ***

CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

02 -GARBAGE FUND
REVENUES

		(----- 2016-2017 -----) (----- 2017-2018 -----)						
		2013-2014	2014-2015	2015-2016	CURRENT	Y-T-D	PROJECTED	REQUESTED
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET
								APPROVED
								BUDGET
FUND BALANCE ACTIVITY		0	0	0				
BEGINNING FUND BALANCE		171,586	15,539	(121,007)	(177,409)	(177,409)	(177,409)	(162,653)
4101	INCOME-COMMERCIAL	360,312	378,732	416,217	473,476	303,270	454,871	483,203
4105	INCOME-RESIDENTIAL	371,858	382,244	380,568	380,633	466,146	466,203	466,203
4107	INCOME-RECYCLING	0	0	0	0	0	0	0
4110	INCOME-LATE CHARGE	30,242	33,999	30,844	29,000	32,605	29,000	29,000
4115	INCOME-INTEREST	8	2	2	16	28	28	28
4130	INCOME - MISCELLANEOUS	0	0	0	0	0	0	0
TOTAL REVENUES		762,420	794,976	827,631	883,125	802,049	950,102	978,434
		=====	=====	=====	=====	=====	=====	=====

CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

02 -GARBAGE FUND
00-GENERAL EXPENDITURES
DEPARTMENT EXPENSES

	(----- 2016-2017 -----) (----- 2017-2018 -----)							
	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	APPROVED BUDGET
SALARIES & BENEFITS								
500-010 EXPENSES-COMMERCIAL	364,170	362,813	400,404	365,651	261,427	401,427	401,427	
500-020 EXPENSES-RESIDENTIAL	447,022	468,341	469,040	420,000	321,305	480,419	480,419	
500-030 EXPENSES-ADMINISTRATIVE	0	79,049	0	0	0	0	0	
500-040 EXPENSES-BAD DEBT	0	0	0	0	0	0	0	
500-050 EXPENSES-MED.WASTE & CLEAN UP	0	0	0	0	0	0	0	
TOTAL SALARIES & BENEFITS	811,192	910,203	869,443	785,651	582,732	881,846	881,846	
OTHER EXPENSES								
500-590 POSTAGE	0	0	0	3,500	3,013	3,500	3,500	
500-591 EXPENSE - ALLY REPAIR	1,874	21,320	14,590	100,000	9,685	20,000	20,000	
500-592 EXPENSES - ADDITIONAL CITY SER	0	0	0	5,000	0	5,000	5,000	
TOTAL OTHER EXPENSES	1,874	21,320	14,590	108,500	12,698	28,500	28,500	
OTHER INCOME/EXPENSES								
500-900 EXPENSES-TRANSFER GENERAL FUND	105,400	0	0	0	0	25,000	60,000	
TOTAL OTHER INCOME/EXPENSES	105,400	0	0	0	0	25,000	60,000	
TOTAL 00-GENERAL EXPENDITURES	918,466	931,523	884,033	894,151	595,430	935,346	970,346	
	=====	=====	=====	=====	=====	=====	=====	=====
TOTAL EXPENDITURES	918,466	931,523	884,033	894,151	595,430	935,346	970,346	
	=====	=====	=====	=====	=====	=====	=====	=====
REVENUE OVER/(UNDER) EXPENDITURES	(156,047)	(136,547)	(56,402)	(11,026)	206,619	14,757	8,088	
	=====	=====	=====	=====	=====	=====	=====	=====
PROJECTED ENDING FUND BALANCE	15,539	(121,007)	(177,409)	(188,435)	29,210	(162,653)	(154,565)	
	=====	=====	=====	=====	=====	=====	=====	=====

*** END OF REPORT ***

CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

03 -FRIENDS TO ANIMAL CONTROL
REVENUES

	2013-2014	2014-2015	2015-2016	(----- 2016-2017 -----)	(----- 2017-2018 -----)			
	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	APPROVED BUDGET
FUND BALANCE ACTIVITY	0	0	0					
BEGINNING FUND BALANCE	(1,940)	2,327	2,567	2,667	2,667	2,667	2,667	2,667
4101 INTEREST	0	0	0	0	0	0	0	_____
4102 DONATIONS	4,267	240	100	1,000	0	0	0	_____
4103 TRANSFER IN FROM GENERAL FUND	0	0	0	1,000	0	0	0	_____
TOTAL REVENUES	4,267	240	100	2,000	0	0	0	_____
	=====	=====	=====	=====	=====	=====	=====	=====

CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

03 -FRIENDS TO ANIMAL CONTROL
01-ADMINISTRATION
DEPARTMENT EXPENSES

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	(----- 2016-2017 -----) CURRENT BUDGET	(----- 2016-2017 -----) Y-T-D ACTUAL	(----- 2016-2017 -----) PROJECTED YEAR END	(----- 2017-2018 -----) REQUESTED BUDGET	(----- 2017-2018 -----) APPROVED BUDGET
OTHER EXPENSES								
501-130 MISCELLANIOUS	0	0	0	2,000	0	0	0	
TOTAL OTHER EXPENSES	0	0	0	2,000	0	0	0	
TOTAL 01-ADMINISTRATION	0	0	0	2,000	0	0	0	
TOTAL EXPENDITURES	0	0	0	2,000	0	0	0	
REVENUE OVER/ (UNDER) EXPENDITURES	4,267	240	100	0	0	0	0	
PROJECTED ENDING FUND BALANCE	2,327	2,567	2,667	2,667	2,667	2,667	2,667	

*** END OF REPORT ***

CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

04 -ASSET SEIZ FUND- FEDERAL
REVENUES

	2013-2014	2014-2015	2015-2016	(----- 2016-2017 -----)	(----- 2017-2018 -----)		
	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET
							APPROVED BUDGET
FUND BALANCE ACTIVITY	0	0	0				
BEGINNING FUND BALANCE	347	347	3,594	1,017	1,017	1,017	615
							615
4101 INCOME-COURT FORFEITED PR	0	0	0	0	0	0	0
4105 INCOME-ABAND/SEIZED PROP	0	3,247	0	0	0	0	0
4115 INCOME-INTEREST	0	0	0	0	0	0	0
TOTAL REVENUES	0	3,247	0	0	0	0	0
	=====	=====	=====	=====	=====	=====	=====

CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

04 -ASSET SEIZ FUND- FEDERAL
00-GENERAL EXPENDITURES
DEPARTMENT EXPENSES

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	(----- CURRENT BUDGET	2016-2017 Y-T-D ACTUAL	(----- PROJECTED YEAR END	(----- 2017-2018 REQUESTED BUDGET	(----- APPROVED BUDGET
SALARIES & BENEFITS								
500-050 MISCELLANEOUS	0	0	1,500	0	0	0	0	
TOTAL SALARIES & BENEFITS	0	0	1,500	0	0	0	0	
CAPITAL EXPENSES								
500-800 CAPITAL EXPENDITURES	0	0	1,077	0	402	402	0	
TOTAL CAPITAL EXPENSES	0	0	1,077	0	402	402	0	
TOTAL 00-GENERAL EXPENDITURES	0	0	2,577	0	402	402	0	
TOTAL EXPENDITURES	0	0	2,577	0	402	402	0	
REVENUE OVER/(UNDER) EXPENDITURES	0	3,247	(2,577)	0	(402)	(402)	0	
PROJECTED ENDING FUND BALANCE	347	3,594	1,017	1,017	615	615	615	

*** END OF REPORT ***

CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

05 -COUNTY FIRE CONTRIBUTION
REVENUES

	2013-2014	2014-2015	2015-2016	(----- 2016-2017 -----)	(----- 2017-2018 -----)		
	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET
							APPROVED BUDGET
FUND BALANCE ACTIVITY	0	0	0				
BEGINNING FUND BALANCE	21,163	921	919	919	919	919	919
4101 INCOME-BEXAR COUNTY	1,756	0	0	0	0	0	0
4105 INCOME - OTHER	0	0	0	0	0	0	0
4115 INCOME-INTEREST	1	0	0	0	0	0	0
4120 GRANT PROCEEDS - FIRE	0	0	0	0	0	0	0
TOTAL REVENUES	1,757	0	0	0	0	0	0
	=====	=====	=====	=====	=====	=====	=====

CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

05 -COUNTY FIRE CONTRIBUTION
00-GENERAL EXPENDITURES
DEPARTMENT EXPENSES

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	CURRENT BUDGET	2016-2017 Y-T-D ACTUAL	2016-2017 PROJECTED YEAR END	2017-2018 REQUESTED BUDGET	2017-2018 APPROVED BUDGET
SALARIES & BENEFITS								
500-010 FIRE SUPPLIES	0	0	0	0	0	0	0	
500-050 MISCELLANEOUS	22,000	2	0	0	0	0	0	
TOTAL SALARIES & BENEFITS	22,000	2	0	0	0	0	0	
OTHER EXPENSES								
500-431 EMPLOYEE APPRECIATION LUNCHEON	0	0	0	0	0	0	0	
TOTAL OTHER EXPENSES	0	0	0	0	0	0	0	
CAPITAL EXPENSES								
500-800 CAPITAL EXPENDITURES	0	0	0	0	0	0	0	
TOTAL CAPITAL EXPENSES	0	0	0	0	0	0	0	
TOTAL 00-GENERAL EXPENDITURES	22,000	2	0	0	0	0	0	
TOTAL EXPENDITURES	22,000	2	0	0	0	0	0	
REVENUE OVER/(UNDER) EXPENDITURES	(20,243)	(2)	0	0	0	0	0	
PROJECTED ENDING FUND BALANCE	921	919	919	919	919	919	919	

*** END OF REPORT ***

CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

06 -SCHOOL CROSSING GUARD
REVENUES

		(----- 2016-2017 -----) (----- 2017-2018 -----)						
		2013-2014	2014-2015	2015-2016	CURRENT	Y-T-D	PROJECTED	REQUESTED
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET
								APPROVED
								BUDGET
FUND BALANCE ACTIVITY		0	0	0				
BEGINNING FUND BALANCE		30,586	36,263	38,327	44,616	44,616	44,616	49,868
4101	INCOME-BEXAR COUNTY	5,825	7,133	6,377	5,381	4,362	6,237	6,237
4115	INCOME-INTEREST	2	1	566	3	15	15	15
4310	SCHOOL ZONE FINES	0	0	0	0	0	0	0
TOTAL REVENUES		5,827	7,134	6,943	5,384	4,378	6,252	6,252
		=====	=====	=====	=====	=====	=====	=====

CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

06 -SCHOOL CROSSING GUARD
00-GENERAL EXPENDITURES
DEPARTMENT EXPENSES

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	(----- CURRENT BUDGET	2016-2017 Y-T-D ACTUAL	(----- PROJECTED YEAR END	(----- 2017-2018 REQUESTED BUDGET	(----- APPROVED BUDGET
SALARIES & BENEFITS								
500-010 DARE PROGRAM	0	0	0	0	0	0	0	
500-020 SAFETY EQUIPMENT	0	0	65	0	0	0	0	
500-030 STREET MAINTENANCE	0	0	0	0	0	0	0	
500-050 MISCELLANEOUS	150	5,070	129	4,000	1,515	1,000	4,000	
TOTAL SALARIES & BENEFITS	150	5,070	194	4,000	1,515	1,000	4,000	
CAPITAL EXPENSES								
500-800 CAPITAL EXPENDITURES	0	0	460	22,000	0	0	22,000	
TOTAL CAPITAL EXPENSES	0	0	460	22,000	0	0	22,000	
TOTAL 00-GENERAL EXPENDITURES	150	5,070	654	26,000	1,515	1,000	26,000	
TOTAL EXPENDITURES	150	5,070	654	26,000	1,515	1,000	26,000	
REVENUE OVER/(UNDER) EXPENDITURES	5,677	2,064	6,289	(20,616)	2,863	5,252	(19,748)	
PROJECTED ENDING FUND BALANCE	36,263	38,327	44,616	23,999	47,478	49,868	30,120	
*** END OF REPORT ***								

CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

07 -DARE PROGRAM FUND
REVENUES

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	(----- CURRENT BUDGET	2016-2017 Y-T-D ACTUAL	(----- PROJECTED YEAR END	(----- REQUESTED BUDGET	(----- 2017-2018 APPROVED BUDGET
FUND BALANCE ACTIVITY	0	0	0					
BEGINNING FUND BALANCE	0	0	0	0	0	0	0	0
4101 INCOME-DONATIONS	0	0	0	0	0	0	0	
4115 INCOME-INTEREST	0	0	0	0	0	0	0	
TOTAL REVENUES	0	0	0	0	0	0	0	
	=====	=====	=====	=====	=====	=====	=====	=====

CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

07 -DARE PROGRAM FUND
00-GENERAL EXPENDITURES
DEPARTMENT EXPENSES

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	(----- CURRENT BUDGET	2016-2017 Y-T-D ACTUAL	(----- PROJECTED YEAR END	(----- 2017-2018 REQUESTED BUDGET	(----- APPROVED BUDGET
SALARIES & BENEFITS								
500-010 PROGRAM SUPPLIES	0	0	0	0	0	0	0	
500-050 MISCELLANEOUS	0	0	0	0	0	0	0	
TOTAL SALARIES & BENEFITS	0	0	0	0	0	0	0	
CAPITAL EXPENSES								
500-800 CAPITAL EXPENDITURES	0	0	0	0	0	0	0	
TOTAL CAPITAL EXPENSES	0	0	0	0	0	0	0	
TOTAL 00-GENERAL EXPENDITURES	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	0	0	0	0	0	0	0	
REVENUE OVER/ (UNDER) EXPENDITURES	0	0	0	0	0	0	0	
PROJECTED ENDING FUND BALANCE	0	0	0	0	0	0	0	

*** END OF REPORT ***

CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

08 -POLICE DONATIONS ACCOUNT
REVENUES

	2013-2014	2014-2015	2015-2016	(----- 2016-2017 -----)	(----- 2017-2018 -----)		
	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET
							APPROVED BUDGET
FUND BALANCE ACTIVITY	0	0	0				
BEGINNING FUND BALANCE	5,644	4,786	1,353	2,219	2,219	2,219	3,544
4101 INCOME-POLICE DONATIONS	2,291	990	4,095	0	3,375	3,325	0
4102 INCOME-WINDCREST PROUD	0	0	0	0	0	0	0
4106 INCOME-SWIM TEAM DONATIONS	0	0	0	0	0	0	0
4115 INCOME-INTEREST	1	0	0	0	4	0	0
TOTAL REVENUES	2,292	990	4,095	0	3,379	3,325	0
	=====	=====	=====	=====	=====	=====	=====

CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

08 -POLICE DONATIONS ACCOUNT
00-GENERAL EXPENDITURES
DEPARTMENT EXPENSES

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	(----- 2016-2017 -----) CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	(----- 2017-2018 -----) REQUESTED BUDGET	APPROVED BUDGET
SALARIES & BENEFITS								
500-010 MISCELLANEOUS EXPENSES	2,669	4,424	2,595	1,500	1,633	2,000	1,500	
TOTAL SALARIES & BENEFITS	2,669	4,424	2,595	1,500	1,633	2,000	1,500	
OTHER EXPENSES								
500-431 EMPLOYEE APPRECIATION LUNCHEON	0	0	0	0	0	0	0	
TOTAL OTHER EXPENSES	0	0	0	0	0	0	0	
CAPITAL EXPENSES								
500-800 CAPITAL EXPENDITURES	480	0	635	0	(615)	0	0	
TOTAL CAPITAL EXPENSES	480	0	635	0	(615)	0	0	
TOTAL 00-GENERAL EXPENDITURES	3,149	4,424	3,230	1,500	1,018	2,000	1,500	
	=====	=====	=====	=====	=====	=====	=====	=====
TOTAL EXPENDITURES	3,149	4,424	3,230	1,500	1,018	2,000	1,500	
	=====	=====	=====	=====	=====	=====	=====	=====
REVENUE OVER/(UNDER) EXPENDITURES	(857)	(3,433)	865	(1,500)	2,361	1,325	(1,500)	
	=====	=====	=====	=====	=====	=====	=====	=====
PROJECTED ENDING FUND BALANCE	4,786	1,353	2,219	719	4,579	3,544	2,044	
	=====	=====	=====	=====	=====	=====	=====	=====

*** END OF REPORT ***

CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

09 -ASSET SEIZURE FUND- STATE
REVENUES

		(----- 2016-2017 -----) (----- 2017-2018 -----)						
		2013-2014	2014-2015	2015-2016	CURRENT	Y-T-D	PROJECTED	REQUESTED
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET
								APPROVED
								BUDGET
FUND BALANCE ACTIVITY		0	0	0				
BEGINNING FUND BALANCE		5,413	513	1,222	842	842	842	842
4101	INCOME-COURT FORFEITED PR	0	1,388	0	0	0	0	_____
4105	INCOME-ABAND/SEIZED PROP	0	0	0	0	0	0	_____
4115	INCOME-INTEREST	0	0	0	0	0	0	_____
TOTAL REVENUES		0	1,388	0	0	0	0	0
		=====	=====	=====	=====	=====	=====	=====

CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

09 -ASSET SEIZURE FUND- STATE
00-GENERAL EXPENDITURES
DEPARTMENT EXPENSES

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	(----- 2016-2017 -----) CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	(----- 2017-2018 -----) REQUESTED BUDGET	APPROVED BUDGET
SALARIES & BENEFITS								
500-050 MISCELLANEOUS	4,900	0	0	0	0	0	0	
TOTAL SALARIES & BENEFITS	4,900	0	0	0	0	0	0	
CAPITAL EXPENSES								
500-800 CAPITAL EXPENDITURES	(0)	679	380	0	0	0	0	
TOTAL CAPITAL EXPENSES	(0)	679	380	0	0	0	0	
TOTAL 00-GENERAL EXPENDITURES	4,900	679	380	0	0	0	0	
TOTAL EXPENDITURES	4,900	679	380	0	0	0	0	
REVENUE OVER/(UNDER) EXPENDITURES	(4,899)	708	(380)	0	0	0	0	
PROJECTED ENDING FUND BALANCE	513	1,222	842	842	842	842	842	

*** END OF REPORT ***

CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

10 -POLICE EDUCATION TRAINING
REVENUES

	2013-2014	2014-2015	2015-2016	(----- 2016-2017 -----)	(----- 2017-2018 -----)		
	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET
							APPROVED BUDGET
FUND BALANCE ACTIVITY	0	0	0				
BEGINNING FUND BALANCE	7,122	3,523	1,813	2,656	2,656	2,656	1,656
4101 INCOME-LEOSE	2,066	3,061	2,194	3,000	0	0	0
4105 INCOME- OTHER	0	0	0	0	0	0	0
4115 INCOME-INTEREST	1	0	0	0	1	0	0
TOTAL REVENUES	2,066	3,061	2,194	3,000	1	0	0
	=====	=====	=====	=====	=====	=====	=====

CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

10 -POLICE EDUCATION TRAINING
00-GENERAL EXPENDITURES
DEPARTMENT EXPENSES

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	(----- 2016-2017 -----) CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	(----- 2017-2018 -----) REQUESTED BUDGET	APPROVED BUDGET
SALARIES & BENEFITS								
500-050 EDUCATION/TRAINING	5,665	4,771	1,352	3,000	288	1,000	1,000	
TOTAL SALARIES & BENEFITS	5,665	4,771	1,352	3,000	288	1,000	1,000	
CAPITAL EXPENSES								
500-800 CAPITAL EXPENDITURES	0	0	0	0	0	0	0	
TOTAL CAPITAL EXPENSES	0	0	0	0	0	0	0	
TOTAL 00-GENERAL EXPENDITURES	5,665	4,771	1,352	3,000	288	1,000	1,000	
TOTAL EXPENDITURES	5,665	4,771	1,352	3,000	288	1,000	1,000	
REVENUE OVER/(UNDER) EXPENDITURES	(3,599)	(1,710)	843	0	(287)	(1,000)	(1,000)	
PROJECTED ENDING FUND BALANCE	3,523	1,813	2,656	2,656	2,369	1,656	656	

*** END OF REPORT ***

CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

11 -ROOSEVELT SCHOLARSHIP FND
REVENUES

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	(----- 2016-2017 -----) CURRENT BUDGET	(----- 2017-2018 -----) Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	APPROVED BUDGET
FUND BALANCE ACTIVITY	0	0	0					
BEGINNING FUND BALANCE	4,093	4,093	4,093	4,094	4,094	4,094	4,098	4,098
4101 INCOME	0	0	0	0	0	0	0	_____
4115 INCOME-INTEREST	0	0	0	0	4	4	0	_____
TOTAL REVENUES	0	0	0	0	4	4	0	_____
	=====	=====	=====	=====	=====	=====	=====	=====

CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

11 -ROOSEVELT SCHOLARSHIP FND
00-GENERAL EXPENDITURES
DEPARTMENT EXPENSES

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	(----- 2016-2017 -----) CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	(----- 2017-2018 -----) REQUESTED BUDGET	APPROVED BUDGET
SALARIES & BENEFITS								
500-050 EXPENDITURES-MISCELLANEOUS	0	0	0	2,000	0	0	0	
500-060 MISC-SETUP 501.C3	0	0	0	1,500	0	0	0	
TOTAL SALARIES & BENEFITS	0	0	0	3,500	0	0	0	
CAPITAL EXPENSES								
500-800 CAPITAL EXPENDITURES	0	0	0	0	0	0	0	
TOTAL CAPITAL EXPENSES	0	0	0	0	0	0	0	
TOTAL 00-GENERAL EXPENDITURES	0	0	0	3,500	0	0	0	
TOTAL EXPENDITURES	0	0	0	3,500	0	0	0	
REVENUE OVER/ (UNDER) EXPENDITURES	0	0	0	(3,500)	4	4	0	
PROJECTED ENDING FUND BALANCE	4,093	4,093	4,094	594	4,098	4,098	4,098	

*** END OF REPORT ***

CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

12 -HEALTH REIMBURSEMENT ACCT
REVENUES

	2013-2014	2014-2015	2015-2016	CURRENT	2016-2017	PROJECTED	REQUESTED	APPROVED
	ACTUAL	ACTUAL	ACTUAL	BUDGET	Y-T-D	YEAR END	BUDGET	BUDGET
					ACTUAL			
FUND BALANCE ACTIVITY	49,000	0	0					
BEGINNING FUND BALANCE	49,000	(48,207)	(100,069)	(124,339)	(124,339)	(124,339)	(124,339)	(124,339)
4101 INCOME - FEMA ASSISTANCE	0	0	0	0	0	0	0	_____
4115 INTEREST INCOME	0	0	0	0	0	0	0	_____
4120 TRANSFER FROM GENERAL FUND	0	0	49,000	0	0	0	0	_____
TOTAL REVENUES	0	0	49,000	0	0	0	0	
	=====	=====	=====	=====	=====	=====	=====	=====

4120 TRANSFER FROM GENERAL FUND
CURRENT YEAR NOTES:
Incode Error with a fund balance calculation.

CITY OF WINDCREST
 APPROVED BUDGET
 AS OF: JUNE 30TH, 2017

12 -HEALTH REIMBURSEMENT ACCT
 30-CAPITAL
 DEPARTMENT EXPENSES

	2013-2014	2014-2015	2015-2016	(----- 2016-2017 -----)	(----- 2017-2018 -----)		
	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET
							APPROVED BUDGET
OTHER EXPENSES							
530-110 PROJ#3212 LABOR COST	0	0	0	0	0	0	0
TOTAL OTHER EXPENSES	0	0	0	0	0	0	0
TOTAL 30-CAPITAL	0	0	0	0	0	0	0
	=====	=====	=====	=====	=====	=====	=====

CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

12 -HEALTH REIMBURSEMENT ACCT
00-GENERAL EXPENDITURES
DEPARTMENT EXPENSES

(----- 2016-2017 -----) (----- 2017-2018 -----)								
	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	APPROVED BUDGET
OTHER EXPENSES								
500-100 HEALTH REIMBURSEMENT COSTS	48,207	51,862	73,269	0	90	0	0	
500-120 PROJ#3212 MATERIAL EXPENSE	0	0	0	0	0	0	0	
500-130 PROJ#3212 EQUIPMENT EXPENSE	0	0	0	0	0	0	0	
500-210 PROJ#3213 LABOR COST	0	0	0	0	0	0	0	
500-220 PROJ#3213 MATERIAL EXPENSE	0	0	0	0	0	0	0	
500-230 PROJ#3213 EQUIPMENT EXPENSE	0	0	0	0	0	0	0	
500-310 PROJ#3214 LABOR COST	0	0	0	0	0	0	0	
500-320 PROJ#3214 MATERIAL EXPENSE	0	0	0	0	0	0	0	
500-330 PROJ#3214 EQUIPMENT EXPENSE	0	0	0	0	0	0	0	
500-410 PROJ#3215 LABOR COST	0	0	0	0	0	0	0	
500-420 PROJ#3215 MATERIAL EXPENSE	0	0	0	0	0	0	0	
500-430 PROJ#3215 EQUIPMENT EXPENSE	0	0	0	0	0	0	0	
500-510 PROJ#3216 LABOR COST	0	0	0	0	0	0	0	
500-520 PROJ#3216 MATERIAL EXPENSE	0	0	0	0	0	0	0	
500-530 PROJ#3216 EQUIPMENT EXPENSE	0	0	0	0	0	0	0	
500-610 PROJ#3217 LABOR COST	0	0	0	0	0	0	0	
500-620 PROJ#3217 MATERIAL EXPENSE	0	0	0	0	0	0	0	
500-630 PROJ#3217 EQUIPMENT EXPENSE	0	0	0	0	0	0	0	
TOTAL OTHER EXPENSES	48,207	51,862	73,269	0	90	0	0	
TOTAL 00-GENERAL EXPENDITURES								
	48,207	51,862	73,269	0	90	0	0	
	=====	=====	=====	=====	=====	=====	=====	=====
TOTAL EXPENDITURES								
	48,207	51,862	73,269	0	90	0	0	
	=====	=====	=====	=====	=====	=====	=====	=====
REVENUE OVER/ (UNDER) EXPENDITURES								
	(48,207)	(51,862)	(24,269)	0	(90)	0	0	
	=====	=====	=====	=====	=====	=====	=====	=====
PROJECTED ENDING FUND BALANCE								
	793	(100,069)	(124,339)	(124,339)	(124,429)	(124,339)	(124,339)	
	=====	=====	=====	=====	=====	=====	=====	=====

*** END OF REPORT ***

CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

13 -ECONOMIC DEVELOPMENT CORP
REVENUES

		(----- 2016-2017 -----) (----- 2017-2018 -----)						
		2013-2014	2014-2015	2015-2016	CURRENT	Y-T-D	PROJECTED	REQUESTED
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET
								APPROVED
								BUDGET
FUND BALANCE ACTIVITY		0	0	0				
BEGINNING FUND BALANCE		385,967	47,764	112,723	411,751	411,751	411,751	527,947
								527,947
4105	INCOME - OTHER	34	577	30,000	0	0	0	0
4110	INCOME - OTHER (HOT)	0	0	0	0	0	0	0
4111	INCOME - OTHER (GEN.FUND)	0	0	0	0	0	0	0
4112	INCOME-WALZEM RD GRANT	0	0	0	0	0	0	0
4113	INCOME-CORPORATE DONATIONS	0	0	0	0	0	0	0
4115	SALES TAX (.25)	452,688	476,705	571,747	510,000	319,600	510,000	510,000
4301	INTEREST	25	273	385	250	454	454	250
4900	PROCEEDS FROM CAPITAL LEASE	0	0	0	0	0	0	0
TOTAL REVENUES		452,748	477,555	602,131	510,250	320,055	510,454	510,250
		=====	=====	=====	=====	=====	=====	=====

CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

13 -ECONOMIC DEVELOPMENT CORP
00-GENERAL EXPENDITURES
DEPARTMENT EXPENSES

DEPARTMENT EXPENSES		(----- 2016-2017 -----) (----- 2017-2018 -----)						
	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	APPROVED BUDGET
SALARIES & BENEFITS								
500-009	SALARIES - EDC	3,863	0	6,117	120,000	47,077	75,604	47,133
500-010	ADMINISTRATIVE EXPENSES	4,000	10,687	0	0	0	0	0
500-011	EDC LONGEVITY	0	0	0	0	0	0	0
500-013	STIPEND	0	0	0	2,075	650	650	0
500-018	EDC EDUCATION PAY	0	0	0	0	0	0	0
500-020	EDC OVERTIME	0	0	0	2,000	0	0	2,000
500-030	SOCIAL SECURITY-EDC	0	0	351	9,180	2,126	5,000	9,180
500-040	HEALTH INSURANCE-EDC	0	3,007	0	14,188	0	0	14,188
500-050	RETIREMENT-EDC	0	0	0	7,800	234	2,000	7,800
500-060	WORKERS COMPENSATION-EDC	0	0	0	500	500	500	500
500-070	UNEMPLOYMENT COMPENSATION	135	0	0	500	1,690	2,000	500
500-080	CONTRACT LABOR	90,000	96,275	57,938	0	0	0	72,867
500-095	TERMINATION PAYOUT	0	0	0	0	0	0	0
TOTAL SALARIES & BENEFITS		97,998	109,969	64,406	156,243	52,276	85,754	154,168
OTHER EXPENSES								
500-100	PUBLIC RELATION FEES-GENERAL	0	0	0	0	0	0	0
500-115	MOBILE TELEPHONE	105	52	31	1,200	31	500	1,200
500-120	DUES & SUBSCRIPTIONS	3,119	3,804	3,163	3,000	982	2,000	3,000
500-130	TRAINING	7,776	2,283	3,219	7,000	3,200	7,000	7,000
500-132	TRAVEL	6,020	8,609	10,153	18,000	7,441	13,000	18,000
500-135	MEALS & ENTERTAINMENT	5,355	10,198	5,983	7,000	1,260	5,000	7,000
500-200	COMPUTER MAINTENANCE	1,630	407	1,954	4,000	639	2,000	3,500
500-201	WEBSITE MAINTENANCE	2,458	575	555	1,500	172	1,500	1,000
500-205	REPAIRS & MAINT OF BUILDING	94	264	208	1,000	0	1,000	1,000
500-250	LEGAL EXPENSES	64,064	21,305	22,105	25,000	26,153	30,000	50,000
500-290	AUDIT	5,500	5,500	3,500	3,500	2,000	3,500	7,000
500-430	SUPPLIES	2,746	2,225	1,123	3,000	2,129	3,000	3,000
500-440	ELECTION EXPENSES	122	232	0	0	0	0	0
500-510	VEHICLE EXPENSE-EDC	20	340	0	0	9	0	0
500-515	HEALTH EXPENSE ALLOW-DIRECTOR	0	(0)	0	0	(585)	0	0
500-520	MOVING EXPENSE-DIRECTOR	0	143	0	0	0	0	0
500-540	VEHICLE FUEL	62	111	197	1,000	172	750	500
500-590	POSTAGE	14	16	39	500	0	250	250
500-630	LEGAL ADVERTISING	776	0	0	0	0	0	0
500-640	COPIER USAGE	1,443	0	0	0	0	0	0
500-650	WALZEM RD GRANT EXPENSES	0	0	0	0	0	0	0
500-700	CONTINGENCIES	4,832	6,277	2,377	4,620	1,310	4,620	2,500
TOTAL OTHER EXPENSES		106,134	62,341	54,606	80,320	44,913	74,120	104,950
500-201	WEBSITE MAINTENANCE	PERMANENT NOTES: AT&T DATA CHARGE						
CAPITAL EXPENSES								
500-800	EDC PROJECTS	23,115	90,380	25,614	78,000	(6,805)	30,000	53,000
500-801	PROMOTING WINDCREST	5,572	13,949	10,149	45,000	18,485	30,000	45,000
500-810	CAPITAL EXPENSE	502	283	0	0	0	0	0

CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

13 -ECONOMIC DEVELOPMENT CORP
00-GENERAL EXPENDITURES
DEPARTMENT EXPENSES

		(----- 2016-2017 -----) (----- 2017-2018 -----)						
		2013-2014	2014-2015	2015-2016	CURRENT	Y-T-D	PROJECTED	REQUESTED
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET
								APPROVED
								BUDGET
500-890	TLF LOAN PAYMENTS	280,800	116,706	109,978	138,180	83,077	138,180	138,180
500-891	RACKER ROAD PROJECT	177,528	0	0	0	0	0	0
500-892	TLF INTEREST	30,325	18,254	15,351	13,204	9,273	13,204	13,204
TOTAL CAPITAL EXPENSES		517,841	239,573	161,091	274,384	104,030	211,384	249,384
500-800 EDC PROJECTS		PERMANENT NOTES:						
		STORE FRONT IMPROVEMENT PROJECTS						
OTHER INCOME/EXPENSES								
500-900	PRIOR PERIOD ADJUSTMENT	0	(6,954)	0	0	0	0	0
TOTAL OTHER INCOME/EXPENSES		0	(6,954)	0	0	0	0	0
TOTAL 00-GENERAL EXPENDITURES		721,972	404,929	280,103	510,947	201,219	371,258	508,502
		=====	=====	=====	=====	=====	=====	=====

CITY OF WINDCREST
 APPROVED BUDGET
 AS OF: JUNE 30TH, 2017

13 -ECONOMIC DEVELOPMENT CORP
 00-GENERAL EXPENDITURES
 DEPARTMENT EXPENSES

	2013-2014	2014-2015	2015-2016	(----- 2016-2017 -----)	(----- 2017-2018 -----)			
	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	APPROVED BUDGET
TRANSFERS								
900-500 TRANSFER TO GEN. FUND	68,978	7,667	23,000	0	0	23,000	30,000	-----
TOTAL TRANSFERS	68,978	7,667	23,000	0	0	23,000	30,000	
TOTAL EXPENDITURES	790,950	412,595	303,103	510,947	201,219	394,258	538,502	=====
REVENUE OVER/(UNDER) EXPENDITURES	(338,203)	64,959	299,028	(697)	118,836	116,196	(28,252)	=====
PROJECTED ENDING FUND BALANCE	47,764	112,723	411,751	411,054	530,587	527,947	499,695	=====

*** END OF REPORT ***

CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

14 -COURT TECHNOLOGY FUND
REVENUES

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	(----- 2016-2017 -----) CURRENT BUDGET	(----- 2016-2017 -----) Y-T-D ACTUAL	(----- 2016-2017 -----) PROJECTED YEAR END	(----- 2017-2018 -----) REQUESTED BUDGET	(----- 2017-2018 -----) APPROVED BUDGET
FUND BALANCE ACTIVITY	0	0	0					
BEGINNING FUND BALANCE	40,917	56,562	74,540	86,266	86,266	86,266	79,342	79,342
4101 INCOME-COURT TECHNOLOGY FEES	15,820	17,974	17,895	14,383	12,249	15,403	15,403	_____
4115 INCOME - INTEREST	4	4	4	3	46	46	46	_____
TOTAL REVENUES	15,824	17,978	17,898	14,386	12,295	15,449	15,449	_____
	=====	=====	=====	=====	=====	=====	=====	=====

CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

14 -COURT TECHNOLOGY FUND
00-GENERAL EXPENDITURES
DEPARTMENT EXPENSES

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	(----- 2016-2017 -----) CURRENT BUDGET	(----- 2016-2017 -----) Y-T-D ACTUAL	(----- 2016-2017 -----) PROJECTED YEAR END	(----- 2017-2018 -----) REQUESTED BUDGET	(----- 2017-2018 -----) APPROVED BUDGET
SALARIES & BENEFITS								
500-050 MISCELLANEOUS	0	0	0	0	0	0	0	
TOTAL SALARIES & BENEFITS	0	0	0	0	0	0	0	
CAPITAL EXPENSES								
500-800 CAPITAL EXPENDITURES	180	0	6,172	0	22,373	22,373	0	
TOTAL CAPITAL EXPENSES	180	0	6,172	0	22,373	22,373	0	
TOTAL 00-GENERAL EXPENDITURES	180	0	6,172	0	22,373	22,373	0	
	=====	=====	=====	=====	=====	=====	=====	=====

CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

14 -COURT TECHNOLOGY FUND
00-GENERAL EXPENDITURES
DEPARTMENT EXPENSES

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	(----- CURRENT BUDGET	2016-2017 Y-T-D ACTUAL	(----- PROJECTED YEAR END	(----- 2017-2018 REQUESTED BUDGET	(----- APPROVED BUDGET
TRANSFERS								
900-501 TRANSFER TO GEN. FUND	0	0	0	0	0	0	0	
TOTAL TRANSFERS	0	0	0	0	0	0	0	
TOTAL EXPENDITURES	180	0	6,172	0	22,373	22,373	0	
REVENUE OVER/(UNDER) EXPENDITURES	15,644	17,978	11,726	14,386	(10,078)	(6,924)	15,449	
PROJECTED ENDING FUND BALANCE	56,562	74,540	86,266	100,652	76,188	79,342	94,790	

*** END OF REPORT ***

CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

15 -COURT BLDG. SECURITY FUND
REVENUES

		(----- 2016-2017 -----) (----- 2017-2018 -----)						
		2013-2014	2014-2015	2015-2016	CURRENT	Y-T-D	PROJECTED	REQUESTED
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET
								APPROVED
								BUDGET
FUND BALANCE ACTIVITY		0	0	0				
BEGINNING FUND BALANCE		30,562	808	14,288	27,709	27,709	27,709	39,266
4101	INCOME-COURT BLDG SECURITY FEE	11,865	13,481	13,421	10,825	9,189	11,556	11,556
4115	INCOME - INTEREST	1	0	0	0	1	1	1
4120	TRANSFER FROM GENERAL FUND	7,000	0	0	0	0	0	0
TOTAL REVENUES		18,867	13,481	13,421	10,825	9,190	11,557	11,557
		=====	=====	=====	=====	=====	=====	=====

CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

15 -COURT BLDG. SECURITY FUND
00-GENERAL EXPENDITURES
DEPARTMENT EXPENSES

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	(----- 2016-2017 -----) CURRENT BUDGET	(----- 2016-2017 -----) Y-T-D ACTUAL	(----- 2016-2017 -----) PROJECTED YEAR END	(----- 2017-2018 -----) REQUESTED BUDGET	(----- 2017-2018 -----) APPROVED BUDGET
SALARIES & BENEFITS								
500-050 MISCELLANEOUS	12,781	0	0	0	0	0	0	
TOTAL SALARIES & BENEFITS	12,781	0	0	0	0	0	0	
CAPITAL EXPENSES								
500-800 CAPITAL EXPENDITURES	35,840	0	0	0	0	0	0	
TOTAL CAPITAL EXPENSES	35,840	0	0	0	0	0	0	
TOTAL 00-GENERAL EXPENDITURES	48,621	0	0	0	0	0	0	
	=====	=====	=====	=====	=====	=====	=====	=====

CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

15 -COURT BLDG. SECURITY FUND
00-GENERAL EXPENDITURES
DEPARTMENT EXPENSES

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	(----- CURRENT BUDGET	2016-2017 Y-T-D ACTUAL	(----- PROJECTED YEAR END	(----- 2017-2018 REQUESTED BUDGET	(----- APPROVED BUDGET
TRANSFERS								
900-500 TRANSFER TO GENERAL FUND	0	0	0	0	0	0	0	_____
TOTAL TRANSFERS	0	0	0	0	0	0	0	_____
TOTAL EXPENDITURES	48,621 =====	0 =====	0 =====	0 =====	0 =====	0 =====	0 =====	=====
REVENUE OVER/(UNDER) EXPENDITURES	(29,755) =====	13,481 =====	13,421 =====	10,825 =====	9,190 =====	11,557 =====	11,557 =====	=====
PROJECTED ENDING FUND BALANCE	808 =====	14,288 =====	27,709 =====	38,534 =====	36,899 =====	39,266 =====	50,823 =====	=====

*** END OF REPORT ***

CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

16 -HOTEL/MOTEL TAX FUND
REVENUES

		(----- 2016-2017 -----) (----- 2017-2018 -----)						
		2013-2014	2014-2015	2015-2016	CURRENT	Y-T-D	PROJECTED	REQUESTED
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET
								APPROVED
								BUDGET
FUND BALANCE ACTIVITY		0	0	0				
BEGINNING FUND BALANCE		127,550	596	10,408	18,148	18,148	18,148	9,160
4101	INCOME-HOT	171,752	154,351	147,727	153,989	69,276	131,000	198,989
4105	INCOME-OTHER	0	0	0	0	0	0	0
4115	INCOME-INTEREST	13	9	14	12	125	12	12
TOTAL REVENUES		171,765	154,360	147,740	154,001	69,401	131,012	199,001
		=====	=====	=====	=====	=====	=====	=====

CITY OF WINDCREST
 APPROVED BUDGET
 AS OF: JUNE 30TH, 2017

16 -HOTEL/MOTEL TAX FUND
 00-GENERAL EXPENDITURES
 DEPARTMENT EXPENSES

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	(----- CURRENT BUDGET	2016-2017 Y-T-D ACTUAL	(----- PROJECTED YEAR END	(----- REQUESTED BUDGET	(----- 2017-2018 APPROVED BUDGET
SALARIES & BENEFITS								
500-040 ADVERTISING & PROMOTION	1,870	0	0	0	0	0	0	
500-050 MISCELLANEOUS	60,001	2,099	0	0	0	0	0	
TOTAL SALARIES & BENEFITS	61,871	2,099	0	0	0	0	0	
CAPITAL EXPENSES								
500-800 CAPITAL EXPENDITURES	(0)	0	0	0	0	0	0	
TOTAL CAPITAL EXPENSES	(0)	0	0	0	0	0	0	
TOTAL 00-GENERAL EXPENDITURES	61,871	2,099	0	0	0	0	0	
	=====	=====	=====	=====	=====	=====	=====	=====

CITY OF WINDCREST
 APPROVED BUDGET
 AS OF: JUNE 30TH, 2017

16 -HOTEL/MOTEL TAX FUND
 00-GENERAL EXPENDITURES
 DEPARTMENT EXPENSES

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	CURRENT BUDGET	2016-2017 Y-T-D ACTUAL	2016-2017 PROJECTED YEAR END	2017-2018 REQUESTED BUDGET	2017-2018 APPROVED BUDGET
TRANSFERS								
900-500 TRANSFER TO TAX NOTES FUND	0	0	0	0	0	0	0	
900-501 TRANSFER TO GENERAL FUND	236,847	142,450	140,000	140,000	0	140,000	185,000	
900-502 TRANSFER TO EDC FUND	0	0	0	0	0	0	0	
TOTAL TRANSFERS	236,847	142,450	140,000	140,000	0	140,000	185,000	
900-501 TRANSFER TO GENERAL FUND								
PERMANENT NOTES:								
140k Civic center								
45k Capital Civic Center								
TOTAL EXPENDITURES	298,718	144,548	140,000	140,000	0	140,000	185,000	
REVENUE OVER/(UNDER) EXPENDITURES	(126,953)	9,812	7,740	14,001	69,401	(8,988)	14,001	
PROJECTED ENDING FUND BALANCE	596	10,408	18,148	32,149	87,549	9,160	23,161	

*** END OF REPORT ***

CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

17 -DEBT SERVICE
REVENUES

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	(----- CURRENT BUDGET	2016-2017 Y-T-D ACTUAL	(----- PROJECTED YEAR END	(----- REQUESTED BUDGET	(----- 2017-2018 APPROVED BUDGET
FUND BALANCE ACTIVITY	0	0	0					
BEGINNING FUND BALANCE	5,171	0	440	440	440	440	440	440
4101 INCOME - TAX NOTES PROCEEDS	0	0	0	0	0	0	0	_____
4105 INCOME - OTHER	0	0	0	0	0	0	0	_____
4115 INCOME - INTEREST	0	0	0	0	0	0	0	_____
4116 INCOME - SALES TAX (.25)	0	(0)	0	0	0	0	0	_____
4117 AD VALOREM TAX (I&S .073841)	358,416	440	0	0	0	0	0	_____
TOTAL REVENUES	358,416	440	0	0	0	0	0	_____
	=====	=====	=====	=====	=====	=====	=====	=====

CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

17 -DEBT SERVICE
00-GENERAL EXPENDITURES
DEPARTMENT EXPENSES

	2013-2014	2014-2015	2015-2016	(----- 2016-2017 -----)	(----- 2017-2018 -----)			
	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	APPROVED BUDGET
OTHER EXPENSES								
500-200 TAX NOTE PRINCIPAL EXPENSE	460,000	0	0	0	0	0	0	
500-210 TAX NOTE INTEREST EXPENSE	16,054	0	0	0	0	0	0	
500-350 NOTE ISSUANCE COSTS	0	0	0	0	0	0	0	
500-400 PAY AGENT/REGISTRAR FEES	0	0	0	0	0	0	0	
TOTAL OTHER EXPENSES	476,054	0	0	0	0	0	0	
TOTAL 00-GENERAL EXPENDITURES	476,054	0	0	0	0	0	0	
	=====	=====	=====	=====	=====	=====	=====	=====

CITY OF WINDCREST
 APPROVED BUDGET
 AS OF: JUNE 30TH, 2017

17 -DEBT SERVICE
 00-GENERAL EXPENDITURES
 DEPARTMENT EXPENSES

DEPARTMENT EXPENSES		(----- 2016-2017 -----) (----- 2017-2018 -----)							
		2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	APPROVED BUDGET
TRANSFERS									
900-100	TRANSFER FROM HOT FUND	0	0	0	0	0	0	0	_____
900-200	TRANSFER FROM STREET FUND	(72,162)	0	0	0	0	0	0	_____
900-300	TRANFSER FROM GENERAL FUND	(40,305)	0	0	0	0	0	0	_____
TOTAL TRANSFERS		(112,467)	0	0	0	0	0	0	_____
TOTAL EXPENDITURES		363,587 =====	0 =====	0 =====	0 =====	0 =====	0 =====	0 =====	=====
REVENUE OVER/ (UNDER) EXPENDITURES		(5,171) =====	440 =====	0 =====	0 =====	0 =====	0 =====	0 =====	=====
PROJECTED ENDING FUND BALANCE		0 =====	440 =====	440 =====	440 =====	440 =====	440 =====	440 =====	=====

*** END OF REPORT ***

CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

18 -WCC&PD FUND
REVENUES

		(----- 2016-2017 -----) (----- 2017-2018 -----)						
		2013-2014	2014-2015	2015-2016	CURRENT	Y-T-D	PROJECTED	REQUESTED
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	YEAR END	BUDGET
								APPROVED
								BUDGET
FUND BALANCE ACTIVITY		0	0	(2,209)				
BEGINNING FUND BALANCE		214,627	252,077	356,559	697,837	697,837	697,837	790,036
								790,036
4101	INCOME - SALES TAX	628,509	669,291	773,140	691,922	430,345	696,938	691,922
4102	INCOME-K9 DONATIONS	0	0	0	0	0	0	0
4105	INCOME - OTHER	0	5,579	0	0	0	0	0
4115	INCOME - INTEREST	17	30	44	30	701	30	30
4120	PROCEEDS FROM GUN SALES	0	0	0	0	0	0	0
4900	PROCEEDS FROM CAPITAL LEASE	0	0	0	0	0	0	0
TOTAL REVENUES		628,526	674,900	773,184	691,952	431,046	696,968	691,952
		=====	=====	=====	=====	=====	=====	=====

CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

18 -WCC&PD FUND
00-GENERAL EXPENDITURES
DEPARTMENT EXPENSES

	(----- 2016-2017 -----) (----- 2017-2018 -----)							
	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	APPROVED BUDGET
SALARIES & BENEFITS								
500-009 SALARIES	150,527	155,746	159,902	158,505	95,605	160,087	170,019	
500-010 ADMINISTRATIVE EXPENSE	2,000	1,170	0	1,500	176	0	1,500	
500-011 LONGEVITY	0	0	0	0	0	0	0	
500-013 STIPEND	3,249	0	4,331	5,167	2,599	4,331	0	
500-014 SPECIAL ASSIGNMENT PAY K-9	4,500	0	12,964	13,500	4,760	12,500	13,500	
500-015 INCENTIVE PAY-BILING & SHIFT	617	219	52	2,400	369	600	2,400	
500-017 CERTIFICATION PAY	605	602	662	500	589	1,000	500	
500-018 EDUCATION PAY	0	0	519	300	150	500	300	
500-019 TUITION REIMBURSEMENT	0	0	0	0	0	0	0	
500-020 OVERTIME	24,277	30,031	16,377	22,200	11,186	19,000	22,200	
500-021 7K HOURS	4,578	3,056	2,241	3,500	1,069	2,500	3,500	
500-026 HAZARDOUS DUTY PAY	191	310	812	1,000	164	1,000	1,000	
500-030 SOCIAL SECURITY	13,807	14,332	14,940	13,473	9,517	15,000	14,452	
500-040 HEALTH INSURANCE	23,502	26,903	21,062	28,375	16,068	22,000	28,375	
500-050 RETIREMENT	14,171	13,339	14,330	14,265	9,584	14,000	15,302	
500-060 WORKERS COMPENSATION	2,065	3,065	0	3,065	0	3,065	3,065	
500-070 UNEMPLOYMENT COMPENSATION	0	(1,106)	540	540	540	540	540	
TOTAL SALARIES & BENEFITS	244,088	247,667	248,733	268,291	152,374	256,123	276,653	
OTHER EXPENSES								
500-130 BONDS & TRAINING	2,407	4,937	7,650	8,500	2,029	7,000	8,500	
500-250 LEGAL EXPENSE	0	0	0	0	0	0	0	
500-290 AUDIT	0	0	6,000	0	0	0	0	
500-420 OFFICE SUPPLIES	531	571	934	1,000	980	1,000	1,000	
500-430 JUVENILE PROG.FEES & SUPPLIES	9	0	0	0	0	0	0	
500-435 K-9 PROGRAM EXPENSES	1,371	5,376	6,909	12,000	5,322	9,000	12,000	
500-440 ELECTION EXPENSE	0	0	0	0	0	0	0	
500-450 SYSTEM ACCESS FEE	14,035	0	0	14,035	1,310	14,482	14,035	
500-480 UNIFORMS	1,937	2,241	4,137	3,000	2,147	4,000	3,000	
500-500 MISC. CRIME PREVENTION	(124,572)	8,360	6,739	10,000	10,119	9,500	12,000	
500-515 DEBT SERVICE - PRINCIPAL	0	0	0	0	0	0	0	
500-516 DEBT SERVICE - PRINCIPAL	0	0	0	0	0	0	0	
500-517 MAINTENANCE ON EQUIPMENT	45,265	41,992	45,282	45,284	0	45,284	57,284	
500-518 DEBT SERVICE - INTEREST	0	0	0	0	0	0	0	
TOTAL OTHER EXPENSES	(59,016)	63,477	77,653	93,819	21,908	90,266	107,819	
500-517 MAINTENANCE ON EQUIPMENT	PERMANENT NOTES: Additional 12k Spilman yearly maintenance.							
CAPITAL EXPENSES								
500-800 CAPITAL EXPENDITURES	369,078	257,066	105,520	368,670	349,828	258,380	0	
TOTAL CAPITAL EXPENSES	369,078	257,066	105,520	368,670	349,828	258,380	0	
OTHER INCOME/EXPENSES								
500-900 PRIOR PERIOD ADJUSTMENTS	0	0	0	0	0	0	0	
TOTAL OTHER INCOME/EXPENSES	0	0	0	0	0	0	0	
TOTAL 00-GENERAL EXPENDITURES	554,150	568,209	431,906	730,780	524,110	604,769	384,472	

CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

18 -WCC&PD FUND
00-GENERAL EXPENDITURES
DEPARTMENT EXPENSES

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	(----- CURRENT BUDGET	2016-2017 Y-T-D ACTUAL	(----- PROJECTED YEAR END	(----- 2017-2018 REQUESTED BUDGET	(----- APPROVED BUDGET
TRANSFERS								
900-500 TRANSFER TO GEN FUND	36,926	0	0	0	0	0	0	
TOTAL TRANSFERS	36,926	0	0	0	0	0	0	
TOTAL EXPENDITURES	591,076	568,209	431,906	730,780	524,110	604,769	384,472	
REVENUE OVER/(UNDER) EXPENDITURES	37,450	106,691	341,278	(38,828)	(93,064)	92,199	307,480	
PROJECTED ENDING FUND BALANCE	252,077	358,768	697,837	659,008	604,773	790,036	1,097,516	

*** END OF REPORT ***

CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

19 -CAPITAL PROJECTS STREETS
REVENUES

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	(----- 2016-2017 -----) CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	(----- 2017-2018 -----) REQUESTED BUDGET	APPROVED BUDGET
FUND BALANCE ACTIVITY	0	0	0					
BEGINNING FUND BALANCE	(3,500)	13,080	242,953	(153,982)	(153,982)	(153,982)	(443,918)	(443,918)
4101 INCOME - TAX NOTES PROCEEDS	0	0	0	0	0	0	0	_____
4105 TRANSFER FROM GENERAL FUND	724,972	97,589	0	400,000	0	0	0	_____
4115 INCOME - INTEREST	52	5	31	21	64	64	64	_____
4116 INCOME-SALES TAX (.25)	452,688	476,704	571,747	510,000	319,600	510,000	510,000	_____
TOTAL REVENUES	1,177,712	574,298	571,777	910,021	319,665	510,064	510,064	=====

CITY OF WINDCREST
 APPROVED BUDGET
 AS OF: JUNE 30TH, 2017

19 -CAPITAL PROJECTS STREETS
 00-GENERAL EXPENDITURES
 DEPARTMENT EXPENSES

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	(----- 2016-2017 -----) CURRENT BUDGET	(----- 2016-2017 -----) Y-T-D ACTUAL	(----- 2016-2017 -----) PROJECTED YEAR END	(----- 2017-2018 -----) REQUESTED BUDGET	(----- 2017-2018 -----) APPROVED BUDGET
SALARIES & BENEFITS								
500-050 MISCELLANEOUS EXPENSE	0	6,759	0	0	0	0	0	
TOTAL SALARIES & BENEFITS	0	6,759	0	0	0	0	0	
OTHER EXPENSES								
500-320 ENGINEER/ARCHITECT	0	0	0	0	26,423	0	0	
TOTAL OTHER EXPENSES	0	0	0	0	26,423	0	0	
CAPITAL EXPENSES								
500-800 CAPITAL EXPENDITURES	1,085,018	337,666	968,713	800,000	1,936	800,000	0	
500-810 STREET MAINTENANCE	3,953	0	0	0	0	0	0	
TOTAL CAPITAL EXPENSES	1,088,970	337,666	968,713	800,000	1,936	800,000	0	
TOTAL 00-GENERAL EXPENDITURES	1,088,970	344,425	968,713	800,000	28,359	800,000	0	

CITY OF WINDCREST
APPROVED BUDGET
AS OF: JUNE 30TH, 2017

19 -CAPITAL PROJECTS STREETS
00-GENERAL EXPENDITURES
DEPARTMENT EXPENSES

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	(----- CURRENT BUDGET	2016-2017 Y-T-D ACTUAL	(----- PROJECTED YEAR END	(----- 2017-2018 REQUESTED BUDGET	(----- APPROVED BUDGET
TRANSFERS								
900-500 TRANSFER TO DEBT SERVICE	72,162	0	0	0	0	0	0	
TOTAL TRANSFERS	72,162	0	0	0	0	0	0	
TOTAL EXPENDITURES	1,161,132	344,425	968,713	800,000	28,359	800,000	0	
	=====	=====	=====	=====	=====	=====	=====	=====
REVENUE OVER/(UNDER) EXPENDITURES	16,580	229,873	(396,936)	110,021	291,306	(289,936)	510,064	
	=====	=====	=====	=====	=====	=====	=====	=====
PROJECTED ENDING FUND BALANCE	13,080	242,953	(153,982)	(43,961)	137,323	(443,918)	66,146	
	=====	=====	=====	=====	=====	=====	=====	=====
*** END OF REPORT ***								
PROJECTED ENDING FUND BALANCE	0	0	0	0	0	0	0	
	=====	=====	=====	=====	=====	=====	=====	=====
*** END OF REPORT ***								



BUDGET GLOSSARY

To assist the reader of the Annual Budget and Plan of Municipal Services document in understanding various terms, a budget glossary has been included.

Accrual Accounting - A basis of accounting in which debits and credits are recorded at the time they are incurred as opposed to when cash is actually received or spent. For example, in accrual accounting, a revenue which was earned between April 1 and July 31, but for which payment was not received until August 10, is recorded as being received on July 31 rather than on August 10.

Administrative Charges - The charges imposed upon a fund for support services provided by another fund. For example, the Finance Department (General Fund) provides services to the Garbage Fund, therefore the General Fund charges the Garbage Fund for these services based on reasonable allocation methods.

Adopted - Adopted, as used in fund summaries and department and division summaries within the budget document, represents the budget as approved by formal action of the City Council which sets the spending limits for the fiscal year.

Ad Valorem Taxes - Commonly referred to as property taxes are the charges levied on all real, and certain personal property according to the property's assessed valuation and the tax rate, in compliance with the State Property Tax Code.

Amended Budget - Includes the adopted budget for a fiscal year, plus any budget amendments or budget transfers.

Annexed Property - Land previously outside the City limits that becomes part of the City during a year through the legal process of incorporation.

Annual Operating Plan - The Annual Operating Plan acts as the City's short range guideline for revenue projections, cost of service budgeting and project planning and demonstrates incremental progress towards the implementation of the Century Plan. The Annual Operating Plan includes programs, projects and work activities for the one, two and seven year horizons.

Appropriation - An authorization made by the city council which permits the city to incur obligation and to make expenditures of resources.

Appropriation Ordinance - The official enactment by the City Council to establish legal authority for City officials to obligate and expend resources.

Assessed Valuation - A value that is established for real or personal property for use as a basis for levying property taxes. (Note: Property values are established by the Coryell County Appraisal District.)

Asset - Resources owned or held which have monetary value.

Audit - A comprehensive review of the manner in which the government's resources were actually utilized. A certified public accountant issues an opinion over the presentation of financial statements, test the controls over the safekeeping of assets and makes recommendations for improvements where necessary.



BUDGET GLOSSARY

Attrition - Savings which occur when personnel vacancies are not immediately filled on positions which are fully funded for the year.

Authorized Positions - Personnel slots which are budgeted in the adopted budget to be filled during the year, sometimes referred to as FTE's (Full-Time Equivalents).

Balance Sheet - A financial Statement that discloses the assets liabilities, reserves and balances of a specific governmental fund as of a specific date.

Balanced Budget – Current revenues plus available unreserved fund balances equal to or greater than current expenditures.

Base Budget - Cost of continuing the existing levels of service in the current budget year.

Beginning Fund Balance - Cash available in a fund from the prior year after payment of the prior year's expenses and deductions for prior year's encumbrances.

Benchmarking - Measures progress from a point in time and is something that serves as a standard by which others may be measured.

Bond - A written promise to pay a sum of money on a specific date at a specified interest rate. The interest payments and the repayment of the principal are detailed in a bond ordinance. The most common types of bonds are general obligation and revenue bonds. These are most frequently used for construction of large capital projects, such as buildings, streets and bridges.

Bond Fund - A fund used to account for the proceeds of general obligation bond issues.

Bond Refinancing/Refunding - The payoff and reissuance of bonds, to obtain a better interest rate and/or bond condition.

Budget - A plan of operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them. The City of Windcrest's budget is called the Annual Operating Plan.

Budget by Program/Function - A breakdown of the annual budget that groups like expenditures by the type of program or function. Interfund charges and Internal Service fund premiums or leases are eliminated for presentation purposes.

Budget Calendar - The schedule of key dates or events, which the City follows in the preparation, adoption, and administration of the budget.

Budget Year - The fiscal year of the City which begins October 1 and ends September 30.

Capital Budget - A plan of proposed capital outlays and the means of financing them for the current fiscal period.

Capital or Capital Outlay - See the Capitalization Policy in the Budget for a definition of this term.

Capital Improvement Project - The specific projects that make up the Capital Improvements Program. The projects involve construction, purchase, or renovation of City facilities or property.



BUDGET GLOSSARY

Capital Improvements Program (CIP) - A management tool used to assist in the scheduling, planning and execution of a series of capital improvements over a period of time. The CIP should be updated annually. It sets forth the estimated expenditures by year and specifies the resources estimated to be available to finance the project expenditures. Capital improvements refer to additional investment in basic facilities owned by the City with life expectancy greater than five years.

Capital Outlay - Expenditures for fixed assets, such as equipment, remodeling, minor building improvements and vehicles, that are funded from the operating budget. Since long-term financing is not necessary and expenditures of this type are of such recurring character, these items are not part of the Capital Improvements Program.

Certificates of Obligation - Another form of debt that are backed by a pledge of the full faith and credit of the City. This form of debt differs from general obligation bonds in that they do not require direct approval of the voters rather an indirect approval.

Capital Recovery Fees - Capital Recovery Fees are developer paid infrastructure fees adopted under Chapter 395 of Texas Local Government Code or as part of a development agreement.

Capital Replacement Fund - Vehicle which allows purchase of operating capital items on a long-term basis through budgeted annual payments and transfers during the fiscal year. The City's Fleet and Information Services Internal Service Funds act as capital replacement funds.

Cash Accounting - A basis of accounting in which transactions are recorded when cash is either received or expended.

Contingency - A budgetary appropriation reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted for. The primary contingency account requires City Council approval for all expenditures.

Contingency Reserves - A portion of the budgeted ending fund balance or working capital that is not available for appropriation. The intent of the reserves are to provide flexibility, should actual revenues fall short of budgeted revenues and to provide adequate resources to implement budgeted expenditures without regard to the actual cash flow of the fund.

Cost Center - An administrative branch of a division.

Debt Service - The amount of interest and principal the City must pay each year on long-term and short-term debt.

Debt Service Fund - The debt service fund, also known as an interest and sinking fund, was established for funds needed to make principal and interest payments on outstanding bonds when due.

Delinquent Taxes - Taxes that remain unpaid after the date on which a penalty for nonpayment is attached. Property tax statements are mailed out in October and become delinquent if unpaid by January 31.

Department - A major organizational unit that reports directly to the city manager. This unit may be responsible for one type of activity or several types of activities.



BUDGET GLOSSARY

Depreciation - The process of estimating and recording the lost usefulness, expired useful life or diminution of service from a fixed asset that cannot or will not be restored by repair and will be replaced. The cost of the fixed asset's lost usefulness is the depreciation or the cost to reserve in order to replace the item at the end of its useful life.

Division - A basic organizational unit of government which is functionally unique in its delivery of services.

Effective Tax Rate - The rate which produces the same effect in terms of the total amount of taxes as compared to the prior year.

Employee Benefits - For the purpose of budgeting, this term refers to the City's costs of health insurance, pension contributions, social security contributions, workers' compensation and unemployment insurance costs.

Encumbrance - The commitment of appropriated funds to purchase an item or service. To encumber funds means to set aside or commit funds for a future expenditure.

Enterprise Fund - A governmental accounting fund in which the services provided are financed and operated similarly to those of a private business. The rate schedules for these services are established to insure that revenues are adequate to meet all necessary expenditures. Enterprise funds are established for services such as garbage, water, wastewater, gas, airport, and the golf course.

Estimated Revenue - The amount of projected revenue to be collected during the fiscal year.

Expenditure - The outflow of funds paid or to be paid for an asset obtained or goods or services obtained regardless of when the expense is actually paid. This term applies to all funds. (Note: an encumbrance is not an expenditure. An encumbrance reserves funds to be expended.)

Expense - Charges incurred whether paid immediately or unpaid for operation, maintenance, interest and other charges.

Fiscal Year - The time period designated by the city signifying the beginning and ending period for recording financial transactions. The City of Windcrest has specified October 1 - September 30 as its fiscal year.

Fixed Assets - Assets of long-term character which are intended to continue to be held or used, such as land, buildings, machinery, furniture, and other equipment.

Franchise Fee - A fee that a government imposes to permit the continuing use of public property and right of ways, such as city utility poles, streets, etc.

Full Faith and Credit - A pledge of the City's taxing power to repay debt obligations (typically used in reference to general obligation bonds or tax supported debt.)

Full-Time Equivalent (FTE) - A measure of authorized personnel calculated by equating 2,080 hours of work per year with the full-time equivalent of 1 position.

Function - A group of related activities aimed at accomplishing a major service or regulatory program for which a government is responsible.



BUDGET GLOSSARY

Fund - An accounting entity that has a set of self-balancing accounts and that records all financial transactions for specific activities or government functions. Eight commonly used funds in public accounting are: general fund, capital projects funds, special revenue funds, debt service funds, internal services funds, enterprise funds, agency funds and trust funds.

Fund Balance - The difference between fund assets and fund liabilities of governmental and similar trust funds less any reservations of fund equity. Specifically, fund balance represents the funds that are available for appropriation.

Funding Source - Identifies the source of revenue to fund appropriations.

GAAP - Generally Accepted Accounting Principles. Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules and procedures that define accepted accounting principles.

General Fund - The fund that is available for any legal authorized purpose and which is therefore used to account for all revenues and all activities except those required to be accounted for in another fund. Note: The general Fund is used to finance the ordinary operations of a governmental unit.

Generally Accepted Accounting Principles (GAAP) - The uniform minimum standards and guidelines for financial accounting and reporting. The primary authoritative body on the application of GAAP to state and local governments is the Governmental Accounting Standards Board (GASB).

General Obligation Bonds - Bonds whose principal and interest is backed by the full faith credit and taxing powers of the government.

General Obligation Debt - Tax supported bonded debt which is backed by the full faith and credit of the City.

Goal - A goal is a long-term, attainable target for an organization.

Grant - A contribution by one governmental unit to another. The contribution is usually made to aid in the support of a specified function (for example, education), but it is sometimes also for general purposes.

Home Rule City - A city in which Council is free to enact legislation, adopt budgets and determine policies, subject only to the limitations imposed by the Texas Constitution and City Charter.

Impact Fees - Fees assessed to developers to help defray a portion of the costs that naturally result from increased development. By Texas law, these fees must be used for capital acquisition of debt service relating to capital projects.

Infrastructure - Structures and equipment such as highways, bridges, buildings and public utilities.

Interfund Transfers - The movement of monies between funds of the same governmental entity.

Intergovernmental Revenue - Revenue received from other governments in the form of grants, shared revenues or payments in lieu of taxes.



BUDGET GLOSSARY

Internal Service Fund (ISF) - A fund established to finance and account for services and commodities furnished by a designated department or agency to other departments or agencies within a single governmental unit or to other governmental units. Amounts expended by the fund are restored thereto, either from operating earnings or by transfers from other funds, so that the original fund capital is kept intact.

Modified Accrual Accounting - Under the modified accrual bases of accounting, recommended for use by governmental funds, revenues are recognized in the period in which they become available and measurable, and expenditures are recognized at the time a liability is incurred pursuant to appropriation authority.

Net Working Capital - The excess of current assets over current liabilities.

Operating Budget - A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them. The term usually indicates a financial plan for a single fiscal year.

Performance Measure - An identifiable unit of measuring the effectiveness and efficiency of providing services. Data collected to determine how effectively or efficiently a program is achieving its objectives.

Personnel Expenditures - For the purpose of budgeting, this term refers to all wages and related items: regular pay, premium pay, longevity pay, social security, life insurance, retirement plan contributions, health insurance and workers' compensation insurance.

Policy - A policy is a plan, course of action or guiding principle designed to set parameters for decisions and actions.

Program - A group of related activities performed by one or more organizational units for the purpose of accomplishing a function for which the City is responsible.

Projected Actual - An estimate of year ending balances for all accounts used for budgeting purposes.

Property Taxes - Used to describe all revenue received in a period from current taxes and delinquent taxes. Property taxes are levied on both real and personal property according to the property's valuation and tax rate.

Reservation - A balance of funds that are set aside by policy for a specific purpose or to draw upon for emergencies (as in contingency reservation).

Revenue - The yield of taxes on other monetary resources that the City collects and receives into the treasury for public use. For those revenues which are recorded on the accrual basis, this term designates additions to assets which (1) do not increase any liability; (2) do not represent the recovery of an expenditure; (3) do not represent contributions of fund capital in enterprise and internal service funds. The same definition applies to those cases where revenues are recorded on the modified accrual or cash basis, except that additions would be partially or entirely to cash.

Revenue Appropriation - A designated portion of a fund to be allocated and appropriated to the reserve of the fund in order to meet potential liabilities during the fiscal year.



BUDGET GLOSSARY

Revenue Bonds - Bonds whose principal and interest are payable exclusively from earnings of an enterprise fund.

Risk Management - An organized attempt to protect a government's assets against the accidental loss in the most economical method.

Rollback Tax Rate - A calculated maximum rate allowed by law without voter approval. The rollback rate provides the taxing unit with about the same amount of tax revenue it spent the previous year for day-to-day operations, plus an extra 8% increase for those operations plus sufficient funds to pay debts in the coming year.

Source of Revenue - Revenues are classified according to their source or point of origin.

Special Revenue Funds (SFR) - A fund used to account for the proceeds of specific revenue sources (other than special assessments, expendable trusts, or for major capital projects) that are legally restricted to expenditure for specified purposes.

Strategy - A strategy is a specific, measurable and observable result of an organization's activity which advances the organization toward its goal.

Surplus - The excess of the assets of a fund over its liabilities; or if the fund has other resources and obligations; the excess of resources over the obligations. The term should not be used without a properly descriptive adjective unless its meaning is apparent from the context. See also Fund Balance.

Tax Base - The total value of all real, personal and mineral property in the City as of January 1st of each year, as certified by the County Appraisal Board. The tax base represents net value after all exemptions.

Tax Levy - The total amount to be raised by general property taxes for operating and debt service purposes specified in the annual tax ordinance.

Tax Rate - The amount of tax levied for each \$100 of assessed valuation.

Times Coverage Ratio - A calculation of the revenue available divided by the combined debt payment requirements of the utilities. This ratio is one indication of the City's ability to pay its revenue debt obligations.

Transfers - Amounts transferred from one fund to another to assist in financing the services for the recipient fund.

Trust Fund - The trust fund was established to account for all assets received by the city that are in the nature of a trust and not accounted for in other funds. The trust fund is accounted for as an expendable trust fund.

Unencumbered Balance - The amount of an appropriation that is not expended or encumbered. It is essentially the amount of money still available for future purchases.

User Charges - The payment of a fee for direct receipt of a public service by the party benefiting from the service.



BUDGET GLOSSARY

Working Capital - For enterprise funds, the excess of current assets over current liabilities. Working capital of a fund is important because budgeted expenditures of the fund must be provided for from cash receipts during the year supplemented by working capital carried over from prior years, if any.



City Council Agenda Item Report

July 7, 2017

Contact – Don Hakala
dhakala@windcrest-tx.gov

Resolution # 2017-635(R)

SUBJECT: Deliberation and possible action on a resolution accepting the proposal of Clean Scapes LP to perform Green Space Maintenance services and authorizing the City Manager to execute a contract for such services.

1. BACKGROUND/HISTORY

On July 7, 2017 the City of Windcrest went out for bids for Green Space Maintenance. RFP were advertised in the San Antonio Express Newspaper on 7/07/2017 and 7/08/2017 as well as the City of Windcrest website. On the closing date of 7/20/2017 1:00 PM 1 sealed proposal was received, opened and read out loud. Which is:

1. Clean Scapes – see the attached tabulation and pricing for a FY 17-18

2. FINDINGS/CURRENT ACTIVITY

Staff spoke to Texas Capitol Grounds and they were satisfied and recommend Clean Scape services. Mowing Cycles for Parks (Area A) will be once every 10 weekdays from March through September and once every 15 weekdays from October through February. Mowing Cycles for Drainage Areas (Area B) will be once every 15 weekdays from March through September and once every 30 weekdays for September through October.

3. FINANCIAL IMPACT -

Funding will be provided from the Contract maintenance- green bel line item (01-506-250)

4. ACTION OPTIONS/RECOMMENDATION

Staff recommends accepting the proposal from Clean Scapes to provide Green space maintenance services for the City of Windcrest FY 17-18.



CITY OF WINDCREST

REQUEST FOR PROPOSALS FOR GROUND MAINTENANCE

RFP-16-17-006

CLOSING DATE:

Thursday, 7/20/2017

1:00 PM CST

BID FOR WINDCREST GROUNDS MAINTENANCE SERVICES

The following bid is made for furnishing grounds maintenance services for the City of Windcrest, Texas.

The undersigned declares that the amount and nature of the services to be furnished is understood and that the nature of this bid is in strict accordance with the conditions set forth and is a part of this bid, and that there will at no time be a misunderstanding as to the intent of the specifications or conditions to be overcome or pleaded after the bids are opened.

The undersigned, in submitting this bid, represents that they are an equal opportunity employer, and will not discriminate with regard to race, religion, color, national origin, age or sex in the performance of this contract.

The undersigned affirms that it is duly authorized to execute this contract and that this company, corporation, firm, partnership or individual has not prepared this bid in collusion with any other bidder, and that the contents of this bid as to prices, terms or conditions of said bid have not been communicated by the undersigned nor by any employee or agent to any other person engaged in this type of business prior to the official opening of this type of business prior to the official opening of this bid.

Ground Maintenance

RFP-16-17-006

Respectfully Submitted,

Federal ID Number: _____

SIGNATURE

DATE

PRINTED NAME

TITLE

COMPANY NAME

CONTACT PERSON (Must have knowledge of Bid)

BILLING ADDRESS

STREET

CITY

STATE

ZIP

MAILING ADDRESS

STREET

CITY

STATE

ZIP

PHONE NUMBER (metro/toll free)

FAX NUMBER

E-MAIL ADDRESS

NO BID: If response is not received in the form of a "Bid" or "No Bid" bidder will be removed from bid list. Please give a specific reason as to why you are unable to bid, i.e.: we do not sell the required service.

No bids may be faxed

NOTICE TO BIDDERS

Sealed bids will be received by the City of Windcrest,, Texas, at the office of Natalia Witmer, Windcrest City Hall, 8601 Midcrown Dr. , Windcrest, Texas 78239 , until the hour **1:00 PM on Thursday, 7/20/2017** at which time bids duly delivered and submitted will be opened then and there and publicly read aloud. Bids will be considered for supplying the following:

BID FOR WINDCREST GROUND MAINTENANCE- RFP-16-17-006

Any bid received after stated closing time will be returned unopened. If bids are sent by mail to Natalia Witmer, the bidder shall be responsible for actual delivery of the bid to him before the advertised date and hour for opening of bids. If mail is delayed by the postal service, courier service, an ISP – internet service provider or in the internal mail system of the City of Windcrest beyond the date and hour set for the bid opening, bids thus delayed will not be considered and will be returned unopened.

Information concerning bid specifications and bid process/procedures may be obtained by e-mailing Natalia Witmer at nwitmer@windcrest-tx.gov. Questions may also be submitted by mail to Attn: Natalia Witmer, Windcrest City Hall, 8601 Midcrown Dr., Windcrest, Texas 78239 or by submitting the question to the administrative desk at the same address. All questions shall be submitted, in writing, by **3:00 PM on 7/13/2017**. Answers, interpretations or clarifications considered necessary by the City in response to such questions will be issued by Addenda and posted online or otherwise delivered to all parties recorded by the City as having received the RFP. Questions received after the deadline will not be answered. Only questions answered by a formal written Addendum will be binding. No oral and other interpretations or clarification will be considered official or binding.

A Pre-Bid Submittal Meeting will be held on **7/13/2017 at 1:00 PM** at Windcrest City Hall, 8601 Midcrown Dr., Windcrest, TX 78239.

Until the final award by the City of Windcrest, said City reserves the right to reject any and/or all bids, to waive technicalities, to re-advertise, to proceed otherwise when the best interests of said City will be realized hereby. Bids will be submitted sealed and plainly marked with the date and time of opening.

The City of Windcrest City Hall is wheelchair accessible. For accommodations or sign interpretive services needed for bid openings, please contact the Finance Office 48 hours in advance at (210)655-0022.

City of Windcrest, Texas

**Natalia Witmer
Finance Department**

Publication Dates: **Friday, 7/07/2017**

Saturday, 7/8/2017

Pre-Bid Submittal Meeting: **Thursday, 7/13/2017 at 1:00 PM CST**

Closing Date: **Thursday, 7/20/2017 at 1:00 PM CST**

GENERAL CONDITIONS

ADDENDA

It is the responsibility of the vendor to check for addenda. Addenda will be posted to the City's website:

ANNUAL CONTRACT FUNDING

The City operates on a fiscal year that ends on September 30th. Because state law mandates that a municipality may not commit funds beyond a fiscal year, this bid is subject to cancellation if funds for this service are not approved in the next fiscal year.

ASSIGNMENT OF BID/CONTRACT

The successful bidder may not assign its rights and duties under a contract award without the written consent of the City's Finance Director. Such consent shall not relieve the assignor of liability in event of default by its assignee.

BID CONSIDERATION / TABULATION

After bids are opened and publicly read, the bids will be tabulated for comparison on the basis of the best value method shown in the RFP. Until final award of the Contract, the City reserves the right to reject any or all bids, to waive technicalities, and to re-advertise for new bids, or proposed to do the work otherwise in the best interests of the City.

The following items will be considered to determine best value:

- The purchase price;
- The reputation of the bidder and of the bidder's goods or services;
- The quality of the bidders' services;
- The extent to which the services meet the municipality's needs;
- The bidder's past relationship with the municipality;
- The impact on the ability of the municipality to comply with laws and rules relating to contracting with historically underutilized businesses and nonprofit organizations employing persons with disabilities;
- The total long-term cost to the municipality to acquire the bidder's services; and
- Any relevant criteria specifically listed in the request for bids.

BID SUBMISSION

Bids may be submitted in person or by mail.

- Submit bids via mail to Windcrest City Hall, Attn: Natalia Witmer, 8601 Midcrown Dr., Windcrest, TX 78239.
- To submit a bid via mail, all documents must be returned and an original signature provided on the proposal to bidders sheet.
- Bids will not be accepted in either format without a signature.
- The City is not responsible for mail service. See page 2, paragraph 2 of the Notice to Bidders.

CANCELLATION OF BIDS

Bids may be cancelled with 30 days written notice with good cause.

CHANGES OR ALTERATIONS

No part of this bid may be changed/alterd in any way. Vendors must submit written requests to change any specifications/conditions with their bid. ***Changes made to this bid without submission of a written request to this bid will result in disqualification.***

COMPLETING INFORMATION

Bidder must fill in all information asked for in the blanks provided under each item. Failure to comply may result in rejection of the Bid at the City's option.

CONTRACT CLAUSE

All bidders understand and agree that the vendor's bid response will become legally binding upon acceptance in writing by the City. The bid will be by a more extensive contract that will be prepared by the city.

DEFAULT

In case of default of the successful bidder, the City of Windcrest may procure the services from other sources and hold the bidder responsible for any excess cost occasioned thereby.

DELIVERY

The City reserves the right to demand a performance bond to guarantee performance of the services.

INDEMNIFICATION

In case any action in court is brought against the City, or any officer or agent of the City, for the failure, omission, or neglect of the vendor to perform any of the covenants, acts, matters, or things by the contract undertaken; or for injury or damage caused by the alleged negligence of the vendor or his subcontractors or his or their agents, or in connection with any claim based on lawful demands of subcontractors, workmen, materialmen, or suppliers, the vendor shall indemnify and save harmless the City and its officers and agents, from all losses, damages, costs, expenses, judgments, or decrees arising out of such action.

INSURANCE

Deductibles, of any type, are the responsibility of the vendor/contractor. Please refer to p.18 for liability insurance requirements.

PROVISIONAL CLAUSES

The City of Windcrest will not enter into any contract where the cost is provisional upon such clauses as are known as "escalator" or "cost-plus" clauses.

REJECTION OF BIDS

The City reserves the right to reject any or all bids or to waive technicalities at its option when in the best interests of said City.

Bids will be considered irregular if they show any omissions, alteration of form, additions, or conditions not called for, unauthorized alternate bids or irregularities of any kind. However, the City reserves the right to waive any irregularities and to make the award in the best interests of the City.

The City reserves the right to reject any or all bids, and all bids submitted are subject to this reservation. Bids may be rejected, among other reasons, for any of the following specific reasons:

- Bids received after the time limit for receiving bids as stated in the advertisement.
- Bids containing any irregularities.

- Unbalanced value of any items.

Bidders may be disqualified and their bids not considered, among other reasons, for any of the following specific reasons:

- Reason for believing collusion exists among the Bidders.
- Reasonable grounds for believing that any Bidder is interested in more than one bid for the work contemplated.
- The Bidder being in any litigation against the City.
- The Bidder being in arrears on any existing contract or having defaulted on a previous contract.
- Lack of competency as revealed by a financial statement, experience and equipment, questionnaires, etc.
- Uncompleted work, which in the judgment of the City will prevent or hinder the prompt completion of additional work if awarded.

REQUEST FOR NON-CONSIDERATION

Bids deposited with the City cannot be withdrawn prior to the time set for opening bids. Request for non-consideration of bids must be made in writing to Natalia Witmer and received by the City prior to the time set for opening bids. After other bids are opened and publicly read, the Proposal for which non-consideration is properly requested may be returned unopened. The Proposal may not be withdrawn after the bids have been opened, and the Bidder, in submitting the same, warrants and guarantees that this bid has been carefully reviewed and checked and that it is in all things true and accurate and free of mistakes and that such bid will not and cannot be withdrawn because of any mistake committed by the Bidder.

SALES TAX

The total for each bid submitted must include any applicable taxes. Although the City is exempt from most City, State, or Federal taxes, this is not true in all cases. It is suggested that taxes, if any, be separately identified, itemized, and stated on each bid. Services billed by the awarded vendor are tax exempt. The City will provide awarded vendor with tax exemption form.

SPECIAL CONDITIONS

1. Length of this price agreement shall be for twelve (12) months with the option to renew the contract for two additional one year period, provided both parties are in agreement.
2. This contract will begin in October of 2017 and will end September 30, 2018.
3. The City of Windcrest reserves the right to make a bid award to either one vendor whose bid is the best value for the City, or to multiple vendors. If the award is made to multiple vendors, it will be either as one vendor being the primary vendor and the other vendor the secondary vendor, or both vendors awarded jointly.
4. **It is the City's intention to award the entire bid to one vendor, but we reserve the right to award the bid by category. If your bid is predicated on being awarded multiple or all of the categories, you must provide this data with your bid. If you fail to specify this, the City will award this bid in our best interest either in total or by category.**
5. Quantities as shown on the proposal sheet are estimates. City of Windcrest reserves the right to increase or decrease these quantities during this agreement upon usage.
6. One price increase per mowing calendar year will be considered provided supporting documentation is supplied 30 days prior to desired increase date to the Finance and Public Works departments via email and mail. Once reviewed and approved a letter from the Finance Department will be issued to all parties.
7. The City of Windcrest reserves the right to cancel the contract upon forty-five (45) days written notice with good cause.
8. Purchase orders will be issued on an as needed basis.
9. Vendor must submit proof of insurance (by means of the attached insurance requirement affidavit) which meets or exceeds the limits stated within the bid documents.
10. Please provide three (3) municipal references that are currently using your mowing services. References must have the following information and must be accompanied by this bid to be considered.
 - A. City name
 - B. Street address
 - C. City, State, and Zip Code
 - D. Contact person
 - E. Telephone Number

11. The City is asking all vendors to provide a list of all sub-contractors that your firm may use in the performance of your contract. Please list that information below. The City intends to monitor performance of your work and mowing cycles to insure compliance to the specifications listed in the bid. If the mowing cycles are not kept on the schedule listed in this bid and fall one week behind or more, the City will notify the vendor of the problem and ask for immediate resolution. The City will make every effort to work with the winning vendor to get back on cycle and mowing schedule. However, if a resolution to the schedule problem is not reached in 24 hours from notice to the vendor, the City will reserve the right to directly contact your sub-contractor and ask them for immediate intervention to "catch up" according to the schedule listed in this bid. It will continue to be the vendor's responsibility to pay the sub-contractor for all City of Windcrest work. The ability of a vendor to list a sub-contractor will be one of the considerations in the bid award consideration as allowed under the "Best Value" bid award criteria.

If your company does not use sub-contractors, please state that below.

Sub-contractor Company Name _____

Contact Person _____

Telephone Number _____

Sub-contractor Company Name _____

Contact Person _____

Telephone Number _____

12. The Contractor will assign only qualified, trained, competent and reliable personnel to perform the services. All employees must be able to meet the requirements stipulated with the United States Department of Justice Employment Eligibility Verification Form (I-9), and the vendor is required to have this information available for review by the City at any time.
13. All employees will be finger printed and cleared by the Police Department before beginning work.
14. It is the vendor's responsibility to perform a self-guided site visit to all locations included in this bid package, to gain a scope of the areas and work indicated in this bid.
15. Vendors will be required to give a post weekly job review/site maintenance performance. An email and or letter to appropriate department (tgarcia@windcrest-tx.gov or cgamboa@windcrest-tx.gov) and cc to nwitmer@windcrest-tx.gov will suffice. This request will be discussed future during the meeting prior to the start of the contract.

Request for Bids Criteria:

This is a Request for Bids for for Grounds Maintenance. It is the City of Windcrest's preference to award this contract to one vendor but the City reserves the right to choose secondary vendors also.

An RFP format allows for price negotiations after the bid opening, so Windcrest has chosen this bid format as a way of protecting vendors against future price increases. We have also built into this bid the ability to increase or decrease prices based on market conditions and verification. Both are listed below.

MARKET VERIFICATION

Please state below the method of how your company proposes to confirm price changes to the City for commodities on this RFP:

RFB EVALUATION

The RFP will be awarded using the following criteria:

- The purchase price;
- The reputation of the bidder and of the bidder's goods or services;
- The quality of the bidders' services;
- The extent to which the services meet the municipality's needs;
- The bidder's past relationship with the municipality;
- The impact on the ability of the municipality to comply with laws and rules relating to contracting with historically underutilized businesses and nonprofit organizations employing persons with disabilities;
- The total long-term cost to the municipality to acquire the bidder's services; and
- Any relevant criteria specifically listed in the request for bids.

BID AWARD AND PRICING

After your response to this RFP is submitted, the City will negotiate a final price which is then approved by City Council. Prior to City Council approval, if any market changes occur the responding vendor must notify the Finance department of this immediately. Once this Council approval occurs, pricing will be subject to the Market Verification terms listed above for price increases and decreases.

Winning vendor(s) agree to commit to a minimum of a 12 month contract with the City of Windcrest to supply requested items. This contract will be renewable with or without price increases if mutually agreed upon by the Public Works Department and Finance Department and the vendor(s) for two additional 1 year periods.

After the bid award, vendors who have been awarded a contract and wish to propose adjusted pricing to the agreement due to changes in the market must do so through certified mail or via e-mail to the Finance Department. Documentation verifying the reason for the price increase must be sent as part of the request. Upon review of adjusted proposals, the City of Windcrest may elect to dissolve the existing contract upon its expiration date or accept the vendor's proposal.

REFERENCES

Please list four references of governments, individuals or companies that have used your sponsorship services. Government references are preferred:

1.				
	COMPANY NAME OR CONTACT PERSON			
	STREET ADDRESS	CITY	STATE	ZIP
	CONTACT PERSON		TELEPHONE NUMBER	
	PRODUCTS/SERVICES USED			
2.				
	COMPANY NAME OR CONTACT PERSON			
	STREET ADDRESS	CITY	STATE	ZIP
	CONTACT PERSON		TELEPHONE NUMBER	
	PRODUCTS/SERVICES USED			
3.				
	COMPANY NAME OR CONTACT PERSON			
	STREET ADDRESS	CITY	STATE	ZIP
	CONTACT PERSON		TELEPHONE NUMBER	
	PRODUCTS/SERVICES USED			
4.				
	COMPANY NAME OR CONTACT PERSON			
	STREET ADDRESS	CITY	STATE	ZIP
	CONTACT PERSON		TELEPHONE NUMBER	
	PRODUCTS/SERVICES USED			

CITY OF WINDCREST, TEXAS GROUNDS MAINTENANCE SERVICES

PURPOSE AND SCOPE

Purpose

The City of Windcrest, hereinafter referred to as the City, seeks bids from landscape maintenance firms, trained and qualified in providing grounds maintenance services. The City of Windcrest is seeking to obtain a twelve-month contract with one contractor for mowing, edging, trimming, and cleanup of turf on City properties, parks, and right-of-ways. This is a non-bagged contract on all sites.

SCOPE OF WORK

The grounds maintenance services shall be provided as deemed necessary to meet the contract requirements. The contractor shall provide landscape maintenance services as described herein and shall provide all labor, material, appliances, tools, equipment, transportation, and services necessary for and incidental to performing all operations in connection with the execution of this document.

The schedule of work hours for accomplishment of the maintenance service shall conform to the requirements of the City of Windcrest. No weekend or holiday work will be permitted and all work shall be performed Monday through Friday, 8:00 a.m. to 7:00 p.m. A variance from these hours may be approved, with prior written approval of the Supervisor. The Contractor shall in no way interfere with the normal work of the City employees.

The contractor shall furnish and maintain all equipment necessary for the proper maintenance of each location. Contractor shall provide an equipment inventory list to be submitted with the bid, identifying all equipment by age and condition to be used in the performance of this contract. The City of Windcrest reserves the right to make inspections of equipment. Should any and all equipment be found to be in poor condition, it must be pulled from service and replaced at the Contractor's expense. Failure to provide suitable equipment for the performance of this contract, will be grounds for the City to terminate the contract. The Public Works Director shall be the undisputed judge as to the condition of the equipment.

Equipment used by the Contractor shall conform to the requirements listed herein. No equipment shall be used which will damage the turf, trees, shrubs, or fixtures. Where a specific equipment is specified there shall be no deviation without the express permission of the City of Windcrest. In the event a deviation is requested by the contractor, samples will be submitted prior to approval.

Inclement Weather shall mean rainy weather or when the condition of the soil is such that the rutting of the property will not allow cutting of grass to be accomplished satisfactorily.

Median shall refer to the areas on City streets and thoroughfares. They shall include any and all portions within the streets or intersection of streets such as grass areas, trees, and concrete only areas.

Trash and Litter shall mean any debris within the grounds maintenance area such as paper, bottles, cans, limbs three (3) inches or smaller in diameter, rocks, etc. which is not intended to be present as part of the landscape. Inclusive of the entire area including parks, medians, streets, sidewalks, curbs, hillsides, ditches, etc. Removal of debris will require sweeping of hard surface areas such as sidewalks and curbs. All debris is to be removed at contractor's expense.

Trimming shall refer to the cutting or removal of any and all plant material immediately adjacent to or under park structures, trees, poles, tables, signs, fences, and shrub bed. Also includes removal of all plant material from expansion joints and any other cracks in curbs, sidewalks, end caps, driveways, and any other hard or concrete surface. Any damage to trees, turf, hardscape, building, structures, etc. shall be repaired at the contractor's expense.

Edging shall refer to the vertical removal of any and all plant material that encroaches over onto sidewalks (both sides), curbs, steps, driveways, and pavements.

Chemical Trimming shall refer to the use of a herbicide (such as Roundup or an approved equal) as an alternative to the physical removal or cutting of plant material from areas to be trimmed. Approval for the application of herbicides must be obtained from the Public Works Director prior to herbicide application and must be applied by a Certified Applicator.

Scalping shall refer to any action that results in the mowing of any turf area below a three-inch (3") height down to and including the soil.

Shrub Beds shall mean any area purposefully planted in domestic or ornamental plant growth.

Foreign Growth shall include all weeds, thickets, and noxious plants.

Mulch or Tree Rings shall refer to those areas adjacent to trees, shrub beds, and other purposefully planted landscape areas in which all plant growth is removed physically or chemically.

SmartScape/ ZeroScape Garden – drought resistant garden

PLEASE NOTE: Trimming of shrubs/bushes/trees shall in accordance to City Ordinances.

Time to Complete Work: On the mowing cycle start date, as indicated on the work order, the contractor shall begin work and shall proceed with all reasonable dispatch to completion. The contractor will be required to maintain all project areas assigned to him in the time allotments-maintenance cycles-set for each area. Work within an area must be completed in consecutive days. Inclement weather may result in the cancellation of a mowing cycle only if area inspector or designated alternate determines that there was an insufficient time period during the entire mowing cycle available for the services described to be performed. If a mowing cycle is cancelled due to inclement weather, the contractor will be compensated for only those areas completed before the inclement weather occurred. It shall be assumed that the contractor can perform said services at the rate of 25 acres per day per area.

Maintenance Schedule and Liquidated Damages: Failure on the part of the contractor to maintain the required production rate for a project area or in the event the contractor develops difficulty in performing maintenance schedule or meeting contract specifications, the contractor may be assessed two hundred fifty dollars (\$250.00) per day as liquidated damages for incomplete work in the project area until all work is completed (liquidated costs will not exceed the total dollars for project area cycle). Liquidated damages will be withheld from the Contractor's monthly payment.

Note: Should it become necessary to penalize a contractor on more than one occasion for failure to meet the grounds maintenance specifications within the prescribed maintenance schedule, the contract may be terminated with the forfeiture of any performance bond. The project area will then be awarded to an existing alternate contractor of next lowest and best bid.

Assessment of Damages to Trees During Grounds Maintenance Operations:

- 1. Trees in the contract area will be checked before contract work begins with Contractor and Manager. Any existing damage is to be noted and signed by the winner contractor and the City representative. A copy will be placed in the contract file.**
- 2. Random checks of the trees will be carried out during the contract period at the option of the Public Works Director.**

3. A check of all trees may be made at the end of the contract period. The inspection will be attended by the City's designated arborist or representative and the contractor.
4. Damages shall be documented by memo to the Public Works Director with a copy to contract file and Contractor.
5. Damages shall be assessed: \$200.00 for any slight damage to trees, this is damage that may heal; \$500.00 for badly damaged trees which in the opinion of the City's designated arborist, or representative may eventually contribute to the death of the tree.

GROUNDS MAINTENANCE

1. Supplemental mowings may be required on an as needed basis. In some cases, special events may dictate the need for additional mowings in areas designated by the Public Works Director. Typically, most sites will only require mowing once per week; however, the Contractor must be capable of providing mowing crews at last minute notice in case the Parks Department Supervisor requests a site be mowed for a special event. Mowings will be bid on a unit basis per site/per mowing.
2. Mowing shall be at the proper height according to the season and type of grass to keep all turf areas looking crisp, clean, and well groomed. Most sites are planted with Mixed Bermuda or St. Augustine. Height of mowing will be dictated by the time of season. Mowing heights will vary according to growth rate. The contractor shall be responsible for adjusting mower heights to prevent scalping.
3. City owned right of ways are included and will be mowed at the frequency as medians.
4. Use of rotary mulching type mowers designed for commercial use is required on medians and right of ways. Rotary mulching mower blades will be kept sharp at all times. The Owner will perform periodic inspections on mowers for blade sharpness.
5. All lawns damaged due to negligence of the Contractor will be sodded by the Contractor as necessary to maintain a healthy growth and attractive appearance at all times.
6. Tree wells damaged by the contractor shall be repaired within one week from when the damage occurred.
7. The sound walls along City right of ways must be trimmed on each side and the turf must be mowed between the wall and the alley.

Edging/Trimming

1. All turf perimeters along and around walks (including pavers and tracks), curbs, walls, bed edging, utility poles and other fixtures (including recessed lighting) will be edged/trimmed at each mowing.
2. Sprinkler valve boxes will be trimmed as often as necessary to keep them visible.
3. The hard surface areas adjacent to turf will be swept and/or blown and cleaned after each operation.
4. Turf clippings shall not be left in any street and shall be removed before the Contractor leaves the site.
5. Vegetation shall be trimmed out of the cracks on all concrete end caps or medians.

Pond and Creek Areas

1. The Contractor is responsible for mowing, edging, and all lawn maintenance related to the retention ponds and all adjacent slopes and banks, to the water line.
2. The Contractor is responsible for removal of trash and debris from all water edges.

All ground surfaces around any water areas shall be maintained and cleaned to the water line. The retention pond and the detention areas are to be clean, and have a neatly trimmed and edged appearance at all times.

Litter/Cleanup

1. All debris, trash, limbs, rocks, etc. shall be collected in the turf areas and removed from site by the Contractor prior to and after each mowing.
2. All drives, parking areas, storm drains, ditches, culverts, vaults, valley curbs and any storm drainage structure shall be kept clean of grass clippings, litter, soil and debris. A free flow of water shall be maintained at all time.
3. The Contractor is responsible for cleaning any pavement, structure or other surface of debris, litter, tire markings, or material created by grounds maintenance activity.
4. Contractor shall be responsible for removal of all excess grass clumps or excessively piled grass clippings to prevent smothering of turf. Any excessive grass left after mowing will be raked or vacuumed. Clippings shall not be placed in on-site dumpsters. Contractor shall remove clippings to a legal dumpsite.

INSPECTIONS

1. The City will make daily inspections of the entire town related to the appearance of the grounds and the Contractor's performance. The Contractor shall make repairs and adjustments as required by the City.
2. **Schedule:** Prior to beginning work under this contract, the Contractor will provide the City with a detailed maintenance schedule of how he **expects** to accomplish the work along with a statement of anticipated labor forces in order to maximize production, quality and efficiency. The schedule shall include target dates for all cycle and period work, time estimates for task completion, staffing requirements, equipment requirements, etc. Any time the schedule changes or is anticipated to change, the Contractor will provide the City with a revised schedule.
3. The contractor's authorized representative shall personally contact the City's designated representative should any unforeseen problems arise or if mowing is not to occur on any given day due to weather or any other reason. The Contractor shall issue written weekly work reports on company letterhead or printed company work reports including:
 - a) Date
 - b) All information in ink.
 - c) Signature of employee generating report.
 - d) Debris and trash removal of water areas.
 - e) The number of maintenance people on site.
 - f) All tasks performed.
 - g) Equipment employed on each site.
 - h) General weather conditions.
 - i) General site conditions.
 - j) Specific problems or conditions requiring attention, including any property damaged.
 - k) Time of entry on and exit from each site.

Site reports are to be filed with the City's designated representative at the completion of each work day.

4. It will be Contractor's responsibility to provide adequate personnel, materials and equipment to meet his participation and commitments to these schedules. Periodic meetings will be held either on-site or in the offices of the City to discuss progress made to date and modifications to the schedule required to meet short term as well as long term objectives and goals of the City. It is further understood that a representative of the Contractor shall attend all job meetings of this nature.

GENERAL CONDITIONS

1. All services herein provided shall be done in a courteous and orderly manner with a minimum of inconvenience to the tenants/residents and City's representatives. All maintenance personnel shall be appropriately and neatly dressed, in clearly identifiable uniforms that are the same color and bearing the company logo, at all times while on the property. Shirts must be worn. At all times, gym shorts and halter tops are not appropriate dress. Safety vests and eye protection shall be worn at all times while the services are being performed. Please refer to Item 12 for additional safety requirements.
2. The Contractor shall provide a qualified English-speaking supervisor or foreman on-site with each crew at all times during any maintenance activities to be responsible for the progress of the work and the conduct of the Contractor's personnel. The supervisors/foremen on-site must have read and be familiar with these specifications.
3. The personnel performing the services described herein shall be under the sole responsibility and the employ of the Turf Mowing Contractor and shall be constantly supervised and shall be competent, experienced, skilled lawn and plant maintenance-oriented people. All of the Contractor's employees shall be authorized to work in the United States as required by the Immigration Reform and Control Act of 1986.
4. All materials and equipment brought to the site are the full responsibility and liability of the Contractor until removed from the site as required. Vehicles on the sites must bear the company logo and be clearly identified. Trucks and equipment may not be parked on major streets. They must be parked on a side street or other approved location. Any vehicles parked on a City street for any reason should be coned off with proper signs according to the laws and guidelines of the State of Texas.
5. While on the site, the Contractor's representative shall take directions from the City's designated representative. Each month a schedule of activities and anticipated dates should be provided to the City's representative for review. Should the need arise, scheduled grounds-keeping activities may be preempted by the City's representative in order to respond to other landscaping priorities. The Contractor shall provide the City's representative with a checklist of items completed at the end of each working day (weekly work report).
6. The Contractor is responsible for notifying the City regarding damaged equipment or dry areas, or other problems related to the site irrigation system.
7. The Contractor shall supervise and direct the work, using his best skill and attention. The Contractor shall be responsible for all turf maintenance methods, techniques, and procedures and for coordinating all portions of the work under the contract.
8. Unless otherwise specifically noted, the Contractor shall provide and pay for all labor, material, equipment, tools, transportation, and other facilities and services necessary for the proper execution and completion of the work contemplated by the contract.
9. The Contractor shall at all times enforce strict discipline and good order among his employees. The Contractor shall only utilize workmen who are in the opinion of the owner, satisfactory and sufficiently skilled for the efficient performance of all work under this contract.
10. The Contractor shall give all notices and comply with all laws, ordinances, rules, regulation, and orders of any public authority in connection with the performance of the work.
11. The Contractor shall be responsible for the acts and omissions of all his employees, his agents and employees and all other persons performing any of the work under a contract with the Contractor.
12. The Contractor shall be responsible for initiating, maintaining and supervising appropriate safety precautions and programs in connection with his work. He shall take all reasonable precautions for safety of, and shall provide all reasonable protection to prevent damage, injury or loss to (1) all employees on the project and other persons who may be affected thereby, (2) the project and all materials and equipment to be incorporated therein, and (3) other property at the site or adjacent thereto.

13. The contractor shall instruct his employees to use caution while operating mowers, edgers and line trimmers near trees, shrubs and ground cover to prevent damage. Damage to trees, shrubs, or ground cover will not be tolerated. The City shall make weekly inspections of each site to inspect for mower or line trimmer damage. Repeated signs of damage to trees by mowers or by line trimmers may be grounds for termination of this contract or a replacement value shall be assessed by the City. The Contractor shall be responsible for seeing that his employees are taking every precaution to protect trees, shrubs, and ground cover from damage.
14. Contractor will be responsible for immediate notification of all damage to the property; including, but not limited to the sprinkler system and metal edging, lighting, windows, fences, **tree wells**, trees and shrubs of all sites caused by Contractor and/or employees. The Contractor shall be liable for any and all damages to our property or adjacent property while executing the provisions of the contract.
15. Any labor, services, or materials over and above the scope of this contract must be approved by City's designated representative, and may be billed at extra per man hour cost plus cost of any materials (on bid form).
16. Additional sites may be added during the contract term and the City will negotiate prices for the additional sites with the Contractor.

COMPLIANCE PROCEDURE:

1. Complaints from residents resulting from work done under this contract will be received and recorded by the Public Works Department, City of Windcrest. The complaints will then be forwarded to the Contractor. The contractor will make contact with the person or persons registering the complaint within twenty-four (24) hours and do whatever is necessary to investigate the situation and make a sound judgment as to its authenticity. If, in fact, a liability situation does exist, every effort will be taken to insure that the claim is settled as expeditiously as possible. In each case the Public Works Department, City of Windcrest will be kept informed as to the disposition of complaints.

AVAILABILITY:

1. The contract must have at least one responsible member of the company on call/available twenty-four (24) hours per day to respond to service and inspection requests from residents of Windcrest, Texas. A list of names, titles, addresses and telephone numbers of these responsible individuals will be furnished to the Public Works Department.

CONTRACT TIME AND EXTENSION:

1. This contract is for 12 months. However, the contract may be extended for up to two additional one year period if mutually agreed to the by Contractor and the City of Windcrest. The contract amount will be remain the same as the bid amount unless the contractor can provide proof of increases in labor, material, insurance, etc. which exceeds five (5) percent. Payroll records and/or receipts of materials shall be submitted to the City in order to substantiate increase approvals.

INSURANCE REQUIREMENTS

1. **Commercial General Liability:** \$1,000,000.00 combined single limit per occurrence for Fire Damage, Medical Expenses, Personal & Advertising Injury, General Aggregate and Products–Completed Operations Aggregate. This policy shall have no coverage removed by exclusions.
2. **Automobile Liability:** \$500,000.00 combined single limit per accident for bodily injury and property damage. Coverage should be provided as a "Code 1," any auto.
3. **Worker's Compensation and Employers' Liability:** Statutory. Employers Liability policy limits of \$500,000.00 for each occurrence, \$500,000.00 Aggregate - Disease.

Other Insurance Provisions

1. The City be named as an additional insured on the Commercial General Liability and Automobile Liability Insurance policies. These insurance policies shall contain the appropriate additional insured endorsement signed by a person authorized by the insurer to bid coverage on its behalf.
2. Each insurance policy required by this clause shall be endorsed to state that coverage shall not be suspended, voided, canceled, reduced in coverage or in limits except after thirty (30) days prior written notice has been provided to the City. If the policy is canceled for non-payment of premium, only ten (10) days notice is required.
3. Insurance is to be placed with insurers with a Best rating of no less than A:VII. The company must also be duly authorized to transact business in the State of Texas.
4. Workers' Compensation and Employers' Liability Coverage: The insurer shall agree to waive all rights of subrogation against the City, its officials, employees and volunteers for losses arising from the activities under this contract.
5. Certificates of Insurance and Endorsements effecting coverage required by this clause shall be forwarded to:

City of Windcrest
Natalia Witmer Finance Department
8601 Midcrown Dr.
Windcrest, TX 78239

6. Insurance Certificate must be submitted and issued with the City listed as the certificate holder.

Cancellation Policy must read as follows:

"Should any of the above described policies be cancelled before the expiration date thereof, the issuing insurer will mail a 30 days written notice to the certificate holder named to the left. "

INSURANCE REQUIREMENT AFFIDAVIT

TO BE COMPLETED BY APPROPRIATE INSURANCE AGENT.

I, the undersigned agent, certify that the insurance requirements contained in this bid document have been reviewed by me with the vendor identified below. If the vendor identified below is awarded this contract by the City of Windcrest, I will be able, within ten (10) working days after being notified of such award, to furnish a valid insurance certificate to the CITY meeting all of the requirements contained in this bid.

Agent Signature

Printed Name

Name of Insurance Carrier

Address of Agency

City

State

Zip

Phone #

Fax #

Email Address

Vendor / Contractor Name

Acknowledgement

Subscribed and Sworn before me by the above named _____

On this _____ day of _____, 20__.

(seal)

Notary Public in and for the State of _____

NOTICE TO THE AGENT

If this time requirement is not met, the City has the right to declare this vendor non-responsible and award the contract the next bidder meeting the specifications. If you have any questions concerning these requirements, please contact Natalia Witmer, City of Windcrest Purchasing at 210-655-0022 ext.2820

WORK SCHEDULE

LOCATION		ACREAGE	MAR.-SEPT. MOWING CYCLE COST (DAYS)			OCT. – FEB. MOWING CYCLE COST (DAYS)		
ID	AREA A		7	10	14	15	30	45
1	Windy Hollow	9.44						
2	Autumn Sunset Pond	18.71						
6	Crestwind Ditch and Park	2.10						
3	Brook Falls Pond #1	11.64						
3	Brook Falls Pond #2	2.83						
3	Brook Falls Pond #3	0.99						
	Total	45.71						
	AREA B		10	15	25	30	45	60
4	DAHELER DITCH	2.88						
5	WINDSOR HILL/ SUBWAY DRAINAGE EASMENT	1.65						
5	WINDSOR HILL/ WINDWAY DRAINAGE EASMENT	5.12						
5	WINDSOR HILL/ MIDCROWN DRAINAGE EASMENT	7.11						
	TOTAL	16.76						

SEE ATTACHMENT A.

CONFLICT OF INTEREST QUESTIONNAIRE

Effective January 1, 2006, Chapter 176 of the Texas Local Government Code went into effect which requires that any vendor or person considering doing business with a local government entity disclose in the Questionnaire Form CIQ, the vendor or person's affiliation or business relationship that might cause a conflict of interest with a local government entity. By law, this questionnaire must be filed with the City Secretary of the City of Windcrest not less than the 7th business day after the person becomes aware of facts that require the statement to be filed.

A recent amendment to this state law that went into effect on September 1, 2007 now allows for two changes to the original statute:

1. The Conflict of Interest Questionnaire only needs to be filled out and returned with your bid if you or your company are aware of a conflict, and,
2. If the amount of the conflict exceeds \$2,500

It is the responsibility of every vendor filling out and returning this bid to determine if there is a conflict meeting the parameters listed above. If so, **the City of Windcrest requires that this Questionnaire be completed and turned in with your bid.** If there is no conflict, or if the amount of the conflict is less than \$2,500, then you are not required to submit the Questionnaire with your bid.

See Section 176.006, Local Government Code which reads "A person commits an offense if the person violates Section 176.006, Local Government Code. An offense under this section is a Class C misdemeanor."

CONFLICT OF INTEREST QUESTIONNAIRE**FORM CIQ****For vendor or other person doing business with local governmental entity**

This questionnaire reflects changes made to the law by H.B. 1491, 80th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code by a person who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the person meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the person becomes aware of facts that require the statement to be filed. See Section 176.006, Local Government Code.

A person commits an offense if the person knowingly violates Section 176.006, Local Government Code. An offense under this section is a Class C misdemeanor.

OFFICE USE ONLY

Date Received

1 Name of person who has a business relationship with local governmental entity.**2** ☐ **Check this box if you are filing an update to a previously filed questionnaire.**

(The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date the originally filed questionnaire becomes incomplete or inaccurate.)

3 Name of local government officer with whom filer has employment or business relationship._____
Name of Officer

This section (item 3 including subparts A, B, C & D) must be completed for each officer with whom the filer has an employment or other business relationship as defined by Section 176.001(1-a), Local Government Code. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer named in this section receiving or likely to receive taxable income, other than investment income, from the filer of the questionnaire?

☐ Yes ☐ No

B. Is the filer of the questionnaire receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer named in this section AND the taxable income is not received from the local governmental entity?

☐ Yes ☐ No

C. Is the filer of this questionnaire employed by a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership of 10 percent or more?

☐ Yes ☐ No

D. Describe each employment or business relationship with the local government officer named in this section.

4_____
Signature of person doing business with the governmental entity_____
Date

Adopted 06/29/2007



CITY OF WINDCREST

REQUEST FOR PROPOSALS FOR GROUND MAINTENANCE

RFP-16-17-006

CLOSING DATE:

Thursday, 7/20/2017

1:00 PM CST

BID FOR WINDCREST GROUNDS MAINTENANCE SERVICES

The following bid is made for furnishing grounds maintenance services for the City of Windcrest, Texas.

The undersigned declares that the amount and nature of the services to be furnished is understood and that the nature of this bid is in strict accordance with the conditions set forth and is a part of this bid, and that there will at no time be a misunderstanding as to the intent of the specifications or conditions to be overcome or pleaded after the bids are opened.

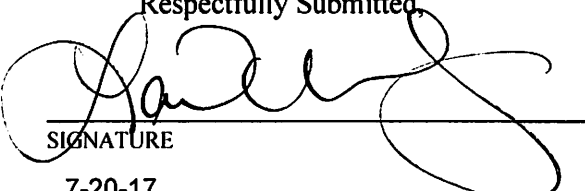
The undersigned, in submitting this bid, represents that they are an equal opportunity employer, and will not discriminate with regard to race, religion, color, national origin, age or sex in the performance of this contract.

The undersigned affirms that it is duly authorized to execute this contract and that this company, corporation, firm, partnership or individual has not prepared this bid in collusion with any other bidder, and that the contents of this bid as to prices, terms or conditions of said bid have not been communicated by the undersigned nor by any employee or agent to any other person engaged in this type of business prior to the official opening of this type of business prior to the official opening of this bid.

Ground Maintenance RFP-16-17-006

Federal ID Number: 37-1510151

Respectfully Submitted,


SIGNATURE

7-20-17

DATE

Laurie Montgomery

PRINTED NAME

Business Development

TITLE

Clean Scapes

COMPANY NAME

Laurie Montgomery

CONTACT PERSON (Must have knowledge of Bid)

14067 Dublin Square

BILLING ADDRESS

STREET

San Antonio

CITY

TX

STATE

78217

ZIP

14067 Dublin Square

MAILING ADDRESS

STREET

San Antonio

CITY

TX

STATE

78217

ZIP

210-668-9177

PHONE NUMBER (metro/toll free)

210-733-5697

FAX NUMBER

lmontgomery@cleanscapes.net

E-MAIL ADDRESS

NO BID: If response is not received in the form of a "Bid" or "No Bid" bidder will be removed from bid list. Please give a specific reason as to why you are unable to bid, i.e.: we do not sell the required service.

No bids may be faxed

NOTICE TO BIDDERS

Sealed bids will be received by the City of Windcrest,, Texas, at the office of Natalia Witmer, Windcrest City Hall, 8601 Midcrown Dr. , Windcrest, Texas 78239 , until the hour 1:00 PM on Thursday, 7/20/2017 at which time bids duly delivered and submitted will be opened then and there and publicly read aloud. Bids will be considered for supplying the following:

BID FOR WINDCREST GROUND MAINTENANCE- RFP-16-17-006

Any bid received after stated closing time will be returned unopened. If bids are sent by mail to Natalia Witmer, the bidder shall be responsible for actual delivery of the bid to him before the advertised date and hour for opening of bids. If mail is delayed by the postal service, courier service, an ISP – internet service provider or in the internal mail system of the City of Windcrest beyond the date and hour set for the bid opening, bids thus delayed will not be considered and will be returned unopened.

Information concerning bid specifications and bid process/procedures may be obtained by e-mailing Natalia Witmer at nwitmer@windcrest-tx.gov. Questions may also be submitted by mail to Attn: Natalia Witmer, Windcrest City Hall, 8601 Midcrown Dr., Windcrest, Texas 78239 or by submitting the question to the administrative desk at the same address. All questions shall be submitted, in writing, by 3:00 PM on 7/13/2017. Answers, interpretations or clarifications considered necessary by the City in response to such questions will be issued by Addenda and posted online or otherwise delivered to all parties recorded by the City as having received the RFP. Questions received after the deadline will not be answered. Only questions answered by a formal written Addendum will be binding. No oral and other interpretations or clarification will be considered official or binding.

A Pre-Bid Submittal Meeting will be held on 7/13/2017 at 1:00 PM at Windcrest City Hall, 8601 Midcrown Dr., Windcrest, TX 78239.

Until the final award by the City of Windcrest, said City reserves the right to reject any and/or all bids, to waive technicalities, to re-advertise, to proceed otherwise when the best interests of said City will be realized hereby. Bids will be submitted sealed and plainly marked with the date and time of opening.

The City of Windcrest City Hall is wheelchair accessible. For accommodations or sign interpretive services needed for bid openings, please contact the Finance Office 48 hours in advance at (210)655-0022.

City of Windcrest, Texas

**Natalia Witmer
Finance Department**

Publication Dates: **Friday, 7/07/2017**
Saturday, 7/8/2017

Pre-Bid Submittal Meeting: **Thursday, 7/13/2017 at 1:00 PM CST**

Closing Date: **Thursday, 7/20/2017 at 1:00 PM CST**

GENERAL CONDITIONS

ADDENDA

It is the responsibility of the vendor to check for addenda. Addenda will be posted to the City's website:

ANNUAL CONTRACT FUNDING

The City operates on a fiscal year that ends on September 30th. Because state law mandates that a municipality may not commit funds beyond a fiscal year, this bid is subject to cancellation if funds for this service are not approved in the next fiscal year.

ASSIGNMENT OF BID/CONTRACT

The successful bidder may not assign its rights and duties under a contract award without the written consent of the City's Finance Director. Such consent shall not relieve the assignor of liability in event of default by its assignee.

BID CONSIDERATION / TABULATION

After bids are opened and publicly read, the bids will be tabulated for comparison on the basis of the best value method shown in the RFP. Until final award of the Contract, the City reserves the right to reject any or all bids, to waive technicalities, and to re-advertise for new bids, or proposed to do the work otherwise in the best interests of the City.

The following items will be considered to determine best value:

- The purchase price;
- The reputation of the bidder and of the bidder's goods or services;
- The quality of the bidders' services;
- The extent to which the services meet the municipality's needs;
- The bidder's past relationship with the municipality;
- The impact on the ability of the municipality to comply with laws and rules relating to contracting with historically underutilized businesses and nonprofit organizations employing persons with disabilities;
- The total long-term cost to the municipality to acquire the bidder's services; and
- Any relevant criteria specifically listed in the request for bids.

BID SUBMISSION

Bids may be submitted in person or by mail.

- Submit bids via mail to Windcrest City Hall, Attn: Natalia Witmer, 8601 Midcrown Dr., Windcrest, TX 78239.
- To submit a bid via mail, all documents must be returned and an original signature provided on the proposal to bidders sheet.
- Bids will not be accepted in either format without a signature.
- The City is not responsible for mail service. See page 2, paragraph 2 of the Notice to Bidders.

CANCELLATION OF BIDS

Bids may be cancelled with 30 days written notice with good cause.

CHANGES OR ALTERATIONS

No part of this bid may be changed/alterd in any way. Vendors must submit written requests to change any specifications/conditions with their bid. *Changes made to this bid without submission of a written request to this bid will result in disqualification.*

COMPLETING INFORMATION

Bidder must fill in all information asked for in the blanks provided under each item. Failure to comply may result in rejection of the Bid at the City's option.

CONTRACT CLAUSE

All bidders understand and agree that the vendor's bid response will become legally binding upon acceptance in writing by the City. The bid will be by a more extensive contract that will be prepared by the city.

DEFAULT

In case of default of the successful bidder, the City of Windcrest may procure the services from other sources and hold the bidder responsible for any excess cost occasioned thereby.

DELIVERY

The City reserves the right to demand a performance bond to guarantee performance of the services.

INDEMNIFICATION

In case any action in court is brought against the City, or any officer or agent of the City, for the failure, omission, or neglect of the vendor to perform any of the covenants, acts, matters, or things by the contract undertaken; or for injury or damage caused by the alleged negligence of the vendor or his subcontractors or his or their agents, or in connection with any claim based on lawful demands of subcontractors, workmen, materialmen, or suppliers, the vendor shall indemnify and save harmless the City and its officers and agents, from all losses, damages, costs, expenses, judgments, or decrees arising out of such action.

INSURANCE

Deductibles, of any type, are the responsibility of the vendor/contractor. Please refer to p.18 for liability insurance requirements.

PROVISIONAL CLAUSES

The City of Windcrest will not enter into any contract where the cost is provisional upon such clauses as are known as "escalator" or "cost-plus" clauses.

REJECTION OF BIDS

The City reserves the right to reject any or all bids or to waive technicalities at its option when in the best interests of said City.

Bids will be considered irregular if they show any omissions, alteration of form, additions, or conditions not called for, unauthorized alternate bids or irregularities of any kind. However, the City reserves the right to waive any irregularities and to make the award in the best interests of the City.

The City reserves the right to reject any or all bids, and all bids submitted are subject to this reservation. Bids may be rejected, among other reasons, for any of the following specific reasons:

- Bids received after the time limit for receiving bids as stated in the advertisement.
- Bids containing any irregularities.

- Unbalanced value of any items.

Bidders may be disqualified and their bids not considered, among other reasons, for any of the following specific reasons:

- Reason for believing collusion exists among the Bidders.
- Reasonable grounds for believing that any Bidder is interested in more than one bid for the work contemplated.
- The Bidder being in any litigation against the City.
- The Bidder being in arrears on any existing contract or having defaulted on a previous contract.
- Lack of competency as revealed by a financial statement, experience and equipment, questionnaires, etc.
- Uncompleted work, which in the judgment of the City will prevent or hinder the prompt completion of additional work if awarded.

REQUEST FOR NON-CONSIDERATION

Bids deposited with the City cannot be withdrawn prior to the time set for opening bids. Request for non-consideration of bids must be made in writing to Natalia Witmer and received by the City prior to the time set for opening bids. After other bids are opened and publicly read, the Proposal for which non-consideration is properly requested may be returned unopened. The Proposal may not be withdrawn after the bids have been opened, and the Bidder, in submitting the same, warrants and guarantees that this bid has been carefully reviewed and checked and that it is in all things true and accurate and free of mistakes and that such bid will not and cannot be withdrawn because of any mistake committed by the Bidder.

SALES TAX

The total for each bid submitted must include any applicable taxes. Although the City is exempt from most City, State, or Federal taxes, this is not true in all cases. It is suggested that taxes, if any, be separately identified, itemized, and stated on each bid. Services billed by the awarded vendor are tax exempt. The City will provide awarded vendor with tax exemption form.

SPECIAL CONDITIONS

1. Length of this price agreement shall be for twelve (12) months with the option to renew the contract for two additional one year period, provided both parties are in agreement.
2. This contract will begin in October of 2017 and will end September 30, 2018.
3. The City of Windcrest reserves the right to make a bid award to either one vendor whose bid is the best value for the City, or to multiple vendors. If the award is made to multiple vendors, it will be either as one vendor being the primary vendor and the other vendor the secondary vendor, or both vendors awarded jointly.
4. **It is the City's intention to award the entire bid to one vendor, but we reserve the right to award the bid by category.** If your bid is predicated on being awarded multiple or all of the categories, you must provide this data with your bid. If you fail to specify this, the City will award this bid in our best interest either in total or by category.
5. Quantities as shown on the proposal sheet are estimates. City of Windcrest reserves the right to increase or decrease these quantities during this agreement upon usage.
6. One price increase per mowing calendar year will be considered provided supporting documentation is supplied 30 days prior to desired increase date to the Finance and Public Works departments via email and mail. Once reviewed and approved a letter from the Finance Department will be issued to all parties.
7. The City of Windcrest reserves the right to cancel the contract upon forty-five (45) days written notice with good cause.
8. Purchase orders will be issued on an as needed basis.
9. Vendor must submit proof of insurance (by means of the attached insurance requirement affidavit) which meets or exceeds the limits stated within the bid documents.
10. Please provide three (3) municipal references that are currently using your mowing services. References must have the following information and must be accompanied by this bid to be considered.
 - A. City name
 - B. Street address
 - C. City, State, and Zip Code
 - D. Contact person
 - E. Telephone Number

11. The City is asking all vendors to provide a list of all sub-contractors that your firm may use in the performance of your contract. Please list that information below. The City intends to monitor performance of your work and mowing cycles to insure compliance to the specifications listed in the bid. If the mowing cycles are not kept on the schedule listed in this bid and fall one week behind or more, the City will notify the vendor of the problem and ask for immediate resolution. The City will make every effort to work with the winning vendor to get back on cycle and mowing schedule. However, if a resolution to the schedule problem is not reached in 24 hours from notice to the vendor, the City will reserve the right to directly contact your sub-contractor and ask them for immediate intervention to "catch up" according to the schedule listed in this bid. It will continue to be the vendor's responsibility to pay the sub-contractor for all City of Windcrest work. The ability of a vendor to list a sub-contractor will be one of the considerations in the bid award consideration as allowed under the "Best Value" bid award criteria.

If your company does not use sub-contractors, please state that below.

Sub-contractor Company Name Clean Scapes does NOT use sub-contractors

Contact Person _____

Telephone Number _____

Sub-contractor Company Name _____

Contact Person _____

Telephone Number _____

12. The Contractor will assign only qualified, trained, competent and reliable personnel to perform the services. All employees must be able to meet the requirements stipulated with the United States Department of Justice Employment Eligibility Verification Form (I-9), and the vendor is required to have this information available for review by the City at any time.
13. All employees will be finger printed and cleared by the Police Department before beginning work.
14. It is the vendor's responsibility to perform a self-guided site visit to all locations included in this bid package, to gain a scope of the areas and work indicated in this bid.
15. Vendors will be required to give a post weekly job review/site maintenance performance. An email and or letter to appropriate department (tgarcia@windcrest-tx.gov or cgamboa@windcrest-tx.gov) and cc to nwitmer@windcrest-tx.gov will suffice. This request will be discussed future during the meeting prior to the start of the contract.

Request for Bids Criteria:

This is a Request for Bids for for Grounds Maintenance. It is the City of Windcrest's preference to award this contract to one vendor but the City reserves the right to choose secondary vendors also.

An RFP format allows for price negotiations after the bid opening, so Windcrest has chosen this bid format as a way of protecting vendors against future price increases. We have also built into this bid the ability to increase or decrease prices based on market conditions and verification. Both are listed below.

MARKET VERIFICATION

Please state below the method of how your company proposes to confirm price changes to the City for commodities on this RFP:

We would provide invoices

RFB EVALUATION

The RFP will be awarded using the following criteria:

- The purchase price;
- The reputation of the bidder and of the bidder's goods or services;
- The quality of the bidders' services;
- The extent to which the services meet the municipality's needs;
- The bidder's past relationship with the municipality;
- The impact on the ability of the municipality to comply with laws and rules relating to contracting with historically underutilized businesses and nonprofit organizations employing persons with disabilities;
- The total long-term cost to the municipality to acquire the bidder's services; and
- Any relevant criteria specifically listed in the request for bids.

BID AWARD AND PRICING

After your response to this RFP is submitted, the City will negotiate a final price which is then approved by City Council. Prior to City Council approval, if any market changes occur the responding vendor must notify the Finance department of this immediately. Once this Council approval occurs, pricing will be subject to the Market Verification terms listed above for price increases and decreases.

Winning vendor(s) agree to commit to a minimum of a 12 month contract with the City of Windcrest to supply requested items. This contract will be renewable with or without price increases if mutually agreed upon by the Public Works Department and Finance Department and the vendor(s) for two additional 1 year periods.

After the bid award, vendors who have been awarded a contract and wish to propose adjusted pricing to the agreement due to changes in the market must do so through certified mail or via e-mail to the Finance Department. Documentation verifying the reason for the price increase must be sent as part of the request. Upon review of adjusted proposals, the City of Windcrest may elect to dissolve the existing contract upon its expiration date or accept the vendor's proposal.

REFERENCES

Please list four references of governments, individuals or companies that have used your sponsorship services. Government references are preferred:

1. **Bexar Metro 9-1-1**

COMPANY NAME OR CONTACT PERSON

4700 Quarry Run	San Antonio	TX	78231
STREET ADDRESS	CITY	STATE	ZIP

Robert Mosher	210-760-0193
CONTACT PERSON	TELEPHONE NUMBER

Weekly Landscape Maintenance, Horticulture Services and Irrigation Maintenance

PRODUCTS/SERVICES USED

2. **Air Force Villages I & II**

COMPANY NAME OR CONTACT PERSON

12455 Freedom Way	San Antonio	TX	78245
STREET ADDRESS	CITY	STATE	ZIP

Col. Fred Ryder	210-568-3220
CONTACT PERSON	TELEPHONE NUMBER

Weekly Landscape Maintenance, Horticulture Services and Irrigation Maintenance

PRODUCTS/SERVICES USED

3. **Texas Capitol Grounds**

COMPANY NAME OR CONTACT PERSON

1100 Congress Ave	Austin	TX	78701
STREET ADDRESS	CITY	STATE	ZIP

Joe Medina	512-463-5495
CONTACT PERSON	TELEPHONE NUMBER

Weekly Landscape Maintenance, Horticulture Services and Irrigation Maintenance

PRODUCTS/SERVICES USED

4. **San Marcos CISD**

COMPANY NAME OR CONTACT PERSON

600 Wonder World Drive	San Marcos	TX	78667
STREET ADDRESS	CITY	STATE	ZIP

Cindy Casparis	512393-6503
CONTACT PERSON	TELEPHONE NUMBER

Landscape Maintenance, Horticulture Services and Irrigation Maintenance

PRODUCTS/SERVICES USED

CITY OF WINDCREST, TEXAS GROUNDS MAINTENANCE SERVICES

PURPOSE AND SCOPE

Purpose

The City of Windcrest, hereinafter referred to as the City, seeks bids from landscape maintenance firms, trained and qualified in providing grounds maintenance services. The City of Windcrest is seeking to obtain a twelve-month contract with one contractor for mowing, edging, trimming, and cleanup of turf on City properties, parks, and right-of-ways. This is a non-bagged contract on all sites.

SCOPE OF WORK

The grounds maintenance services shall be provided as deemed necessary to meet the contract requirements. The contractor shall provide landscape maintenance services as described herein and shall provide all labor, material, appliances, tools, equipment, transportation, and services necessary for and incidental to performing all operations in connection with the execution of this document.

The schedule of work hours for accomplishment of the maintenance service shall conform to the requirements of the City of Windcrest. No weekend or holiday work will be permitted and all work shall be performed Monday through Friday, 8:00 a.m. to 7:00 p.m. A variance from these hours may be approved, with prior written approval of the Supervisor. The Contractor shall in no way interfere with the normal work of the City employees.

The contractor shall furnish and maintain all equipment necessary for the proper maintenance of each location. Contractor shall provide an equipment inventory list to be submitted with the bid, identifying all equipment by age and condition to be used in the performance of this contract. The City of Windcrest reserves the right to make inspections of equipment. Should any and all equipment be found to be in poor condition, it must be pulled from service and replaced at the Contractor's expense. Failure to provide suitable equipment for the performance of this contract, will be grounds for the City to terminate the contract. The Public Works Director shall be the undisputed judge as to the condition of the equipment.

Equipment used by the Contractor shall conform to the requirements listed herein. No equipment shall be used which will damage the turf, trees, shrubs, or fixtures. Where a specific equipment is specified there shall be no deviation without the express permission of the City of Windcrest. In the event a deviation is requested by the contractor, samples will be submitted prior to approval.

Inclement Weather shall mean rainy weather or when the condition of the soil is such that the rutting of the property will not allow cutting of grass to be accomplished satisfactorily.

Median shall refer to the areas on City streets and thoroughfares. They shall include any and all portions within the streets or intersection of streets such as grass areas, trees, and concrete only areas.

Trash and Litter shall mean any debris within the grounds maintenance area such as paper, bottles, cans, limbs three (3) inches or smaller in diameter, rocks, etc. which is not intended to be present as part of the landscape. Inclusive of the entire area including parks, medians, streets, sidewalks, curbs, hillsides, ditches, etc. Removal of debris will require sweeping of hard surface areas such as sidewalks and curbs. All debris is to be removed at contractor's expense.

Trimming shall refer to the cutting or removal of any and all plant material immediately adjacent to or under park structures, trees, poles, tables, signs, fences, and shrub bed. Also includes removal of all plant material from expansion joints and any other cracks in curbs, sidewalks, end caps, driveways, and any other hard or concrete surface. Any damage to trees, turf, hardscape, building, structures, etc. shall be repaired at the contractor's expense.

Edging shall refer to the vertical removal of any and all plant material that encroaches over onto sidewalks (both sides), curbs, steps, driveways, and pavements.

Chemical Trimming shall refer to the use of a herbicide (such as Roundup or an approved equal) as an alternative to the physical removal or cutting of plant material from areas to be trimmed. Approval for the application of herbicides must be obtained from the Public Works Director prior to herbicide application and must be applied by a Certified Applicator.

Scalping shall refer to any action that results in the mowing of any turf area below a three-inch (3") height down to and including the soil.

Shrub Beds shall mean any area purposefully planted in domestic or ornamental plant growth.

Foreign Growth shall include all weeds, thickets, and noxious plants.

Mulch or Tree Rings shall refer to those areas adjacent to trees, shrub beds, and other purposefully planted landscape areas in which all plant growth is removed physically or chemically.

SmartScape/ ZeroScape Garden – drought resistant garden

PLEASE NOTE: Trimming of shrubs/bushes/trees shall in accordance to City Ordinances.

Time to Complete Work: On the mowing cycle start date, as indicated on the work order, the contractor shall begin work and shall proceed with all reasonable dispatch to completion. The contractor will be required to maintain all project areas assigned to him in the time allotments-maintenance cycles-set for each area. Work within an area must be completed in consecutive days. Inclement weather may result in the cancellation of a mowing cycle only if area inspector or designated alternate determines that there was an insufficient time period during the entire mowing cycle available for the services described to be performed. If a mowing cycle is cancelled due to inclement weather, the contractor will be compensated for only those areas completed before the inclement weather occurred. It shall be assumed that the contractor can perform said services at the rate of 25 acres per day per area.

Maintenance Schedule and Liquidated Damages: Failure on the part of the contractor to maintain the required production rate for a project area or in the event the contractor develops difficulty in performing maintenance schedule or meeting contract specifications, the contractor may be assessed two hundred fifty dollars (\$250.00) per day as liquidated damages for incomplete work in the project area until all work is completed (liquidated costs will not exceed the total dollars for project area cycle). Liquidated damages will be withheld from the Contractor's monthly payment.

Note: Should it become necessary to penalize a contractor on more than one occasion for failure to meet the grounds maintenance specifications within the prescribed maintenance schedule, the contract may be terminated with the forfeiture of any performance bond. The project area will then be awarded to an existing alternate contractor of next lowest and best bid.

Assessment of Damages to Trees During Grounds Maintenance Operations:

1. **Trees in the contract area will be checked before contract work begins with Contractor and Manager. Any existing damage is to be noted and signed by the winner contractor and the City representative. A copy will be placed in the contract file.**
2. **Random checks of the trees will be carried out during the contract period at the option of the Public Works Director.**

- 3. A check of all trees may be made at the end of the contract period. The inspection will be attended by the City's designated arborist or representative and the contractor.**
- 4. Damages shall be documented by memo to the Public Works Director with a copy to contract file and Contractor.**
- 5. Damages shall be assessed: \$200.00 for any slight damage to trees, this is damage that may heal; \$500.00 for badly damaged trees which in the opinion of the City's designated arborist, or representative may eventually contribute to the death of the tree.**

GROUNDS MAINTENANCE

1. Supplemental mowings may be required on an as needed basis. In some cases, special events may dictate the need for additional mowings in areas designated by the Public Works Director. Typically, most sites will only require mowing once per week; however, the Contractor must be capable of providing mowing crews at last minute notice in case the Parks Department Supervisor requests a site be mowed for a special event. Mowings will be bid on a unit basis per site/per mowing.
2. Mowing shall be at the proper height according to the season and type of grass to keep all turf areas looking crisp, clean, and well groomed. Most sites are planted with Mixed Bermuda or St. Augustine. Height of mowing will be dictated by the time of season. Mowing heights will vary according to growth rate. The contractor shall be responsible for adjusting mower heights to prevent scalping.
3. City owned right of ways are included and will be mowed at the frequency as medians.
4. Use of rotary mulching type mowers designed for commercial use is required on medians and right of ways. Rotary mulching mower blades will be kept sharp at all times. The Owner will perform periodic inspections on mowers for blade sharpness.
5. All lawns damaged due to negligence of the Contractor will be sodded by the Contractor as necessary to maintain a healthy growth and attractive appearance at all times.
6. Tree wells damaged by the contractor shall be repaired within one week from when the damage occurred.
7. The sound walls along City right of ways must be trimmed on each side and the turf must be mowed between the wall and the alley.

Edging/Trimming

1. All turf perimeters along and around walks (including pavers and tracks), curbs, walls, bed edging, utility poles and other fixtures (including recessed lighting) will be edged/trimmed at each mowing.
2. Sprinkler valve boxes will be trimmed as often as necessary to keep them visible.
3. The hard surface areas adjacent to turf will be swept and/or blown and cleaned after each operation.
4. Turf clippings shall not be left in any street and shall be removed before the Contractor leaves the site.
5. Vegetation shall be trimmed out of the cracks on all concrete end caps or medians.

Pond and Creek Areas

1. The Contractor is responsible for mowing, edging, and all lawn maintenance related to the retention ponds and all adjacent slopes and banks, to the water line.
2. The Contractor is responsible for removal of trash and debris from all water edges.

All ground surfaces around any water areas shall be maintained and cleaned to the water line. The retention pond and the detention areas are to be clean, and have a neatly trimmed and edged appearance at all times.

Litter/Cleanup

1. All debris, trash, limbs, rocks, etc. shall be collected in the turf areas and removed from site by the Contractor prior to and after each mowing.
2. All drives, parking areas, storm drains, ditches, culverts, vaults, valley curbs and any storm drainage structure shall be kept clean of grass clippings, litter, soil and debris. A free flow of water shall be maintained at all time.
3. The Contractor is responsible for cleaning any pavement, structure or other surface of debris, litter, tire markings, or material created by grounds maintenance activity.
4. Contractor shall be responsible for removal of all excess grass clumps or excessively piled grass clippings to prevent smothering of turf. Any excessive grass left after mowing will be raked or vacuumed. Clippings shall not be placed in on-site dumpsters. Contractor shall remove clippings to a legal dumpsite.

INSPECTIONS

1. The City will make daily inspections of the entire town related to the appearance of the grounds and the Contractor's performance. The Contractor shall make repairs and adjustments as required by the City.
2. **Schedule:** Prior to beginning work under this contract, the Contractor will provide the City with a detailed maintenance schedule of how he **expects** to accomplish the work along with a statement of anticipated labor forces in order to maximize production, quality and efficiency. The schedule shall include target dates for all cycle and period work, time estimates for task completion, staffing requirements, equipment requirements, etc. Any time the schedule changes or is anticipated to change, the Contractor will provide the City with a revised schedule.
3. The contractor's authorized representative shall personally contact the City's designated representative should any unforeseen problems arise or if mowing is not to occur on any given day due to weather or any other reason. The Contractor shall issue written weekly work reports on company letterhead or printed company work reports including:
 - a) Date
 - b) All information in ink.
 - c) Signature of employee generating report.
 - d) Debris and trash removal of water areas.
 - e) The number of maintenance people on site.
 - f) All tasks performed.
 - g) Equipment employed on each site.
 - h) General weather conditions.
 - i) General site conditions.
 - j) Specific problems or conditions requiring attention, including any property damaged.
 - k) Time of entry on and exit from each site.

Site reports are to be filed with the City's designated representative at the completion of each work day.

4. It will be Contractor's responsibility to provide adequate personnel, materials and equipment to meet his participation and commitments to these schedules. Periodic meetings will be held either on-site or in the offices of the City to discuss progress made to date and modifications to the schedule required to meet short term as well as long term objectives and goals of the City. It is further understood that a representative of the Contractor shall attend all job meetings of this nature.

GENERAL CONDITIONS

1. All services herein provided shall be done in a courteous and orderly manner with a minimum of inconvenience to the tenants/residents and City's representatives. All maintenance personnel shall be appropriately and neatly dressed, in clearly identifiable uniforms that are the same color and bearing the company logo, at all times while on the property. Shirts must be worn. At all times, gym shorts and halter tops are not appropriate dress. Safety vests and eye protection shall be worn at all times while the services are being performed. Please refer to Item 12 for additional safety requirements.
2. The Contractor shall provide a qualified English-speaking supervisor or foreman on-site with each crew at all times during any maintenance activities to be responsible for the progress of the work and the conduct of the Contractor's personnel. The supervisors/foremen on-site must have read and be familiar with these specifications.
3. The personnel performing the services described herein shall be under the sole responsibility and the employ of the Turf Mowing Contractor and shall be constantly supervised and shall be competent, experienced, skilled lawn and plant maintenance-oriented people. All of the Contractor's employees shall be authorized to work in the United States as required by the Immigration Reform and Control Act of 1986.
4. All materials and equipment brought to the site are the full responsibility and liability of the Contractor until removed from the site as required. Vehicles on the sites must bear the company logo and be clearly identified. Trucks and equipment may not be parked on major streets. They must be parked on a side street or other approved location. Any vehicles parked on a City street for any reason should be coned off with proper signs according to the laws and guidelines of the State of Texas.
5. While on the site, the Contractor's representative shall take directions from the City's designated representative. Each month a schedule of activities and anticipated dates should be provided to the City's representative for review. Should the need arise, scheduled grounds-keeping activities may be preempted by the City's representative in order to respond to other landscaping priorities. The Contractor shall provide the City's representative with a checklist of items completed at the end of each working day (weekly work report).
6. The Contractor is responsible for notifying the City regarding damaged equipment or dry areas, or other problems related to the site irrigation system.
7. The Contractor shall supervise and direct the work, using his best skill and attention. The Contractor shall be responsible for all turf maintenance methods, techniques, and procedures and for coordinating all portions of the work under the contract.
8. Unless otherwise specifically noted, the Contractor shall provide and pay for all labor, material, equipment, tools, transportation, and other facilities and services necessary for the proper execution and completion of the work contemplated by the contract.
9. The Contractor shall at all times enforce strict discipline and good order among his employees. The Contractor shall only utilize workmen who are in the opinion of the owner, satisfactory and sufficiently skilled for the efficient performance of all work under this contract.
10. The Contractor shall give all notices and comply with all laws, ordinances, rules, regulation, and orders of any public authority in connection with the performance of the work.
11. The Contractor shall be responsible for the acts and omissions of all his employees, his agents and employees and all other persons performing any of the work under a contract with the Contractor.
12. The Contractor shall be responsible for initiating, maintaining and supervising appropriate safety precautions and programs in connection with his work. He shall take all reasonable precautions for safety of, and shall provide all reasonable protection to prevent damage, injury or loss to (1) all employees on the project and other persons who may be affected thereby, (2) the project and all materials and equipment to be incorporated therein, and (3) other property at the site or adjacent thereto.

13. The contractor shall instruct his employees to use caution while operating mowers, edgers and line trimmers near trees, shrubs and ground cover to prevent damage. Damage to trees, shrubs, or ground cover will not be tolerated. The City shall make weekly inspections of each site to inspect for mower or line trimmer damage. Repeated signs of damage to trees by mowers or by line trimmers may be grounds for termination of this contract or a replacement value shall be assessed by the City. The Contractor shall be responsible for seeing that his employees are taking every precaution to protect trees, shrubs, and ground cover from damage.
14. Contractor will be responsible for immediate notification of all damage to the property; including, but not limited to the sprinkler system and metal edging, lighting, windows, fences, tree wells, trees and shrubs of all sites caused by Contractor and/or employees. The Contractor shall be liable for any and all damages to our property or adjacent property while executing the provisions of the contract.
15. Any labor, services, or materials over and above the scope of this contract must be approved by City's designated representative, and may be billed at extra per man hour cost plus cost of any materials (on bid form).
16. Additional sites may be added during the contract term and the City will negotiate prices for the additional sites with the Contractor.

COMPLIANCE PROCEDURE:

1. Complaints from residents resulting from work done under this contract will be received and recorded by the Public Works Department, City of Windcrest. The complaints will then be forwarded to the Contractor. The contractor will make contact with the person or persons registering the complaint within twenty-four (24) hours and do whatever is necessary to investigate the situation and make a sound judgment as to its authenticity. If, in fact, a liability situation does exist, every effort will be taken to insure that the claim is settled as expeditiously as possible. In each case the Public Works Department, City of Windcrest will be kept informed as to the disposition of complaints.

AVAILABILITY:

1. The contract must have at least one responsible member of the company on call/available twenty-four (24) hours per day to respond to service and inspection requests from residents of Windcrest, Texas. A list of names, titles, addresses and telephone numbers of these responsible individuals will be furnished to the Public Works Department.

CONTRACT TIME AND EXTENSION:

1. This contract is for 12 months. However, the contract may be extended for up to two additional one year period if mutually agreed to the by Contractor and the City of Windcrest. The contract amount will be remain the same as the bid amount unless the contractor can provide proof of increases in labor, material, insurance, etc. which exceeds five (5) percent. Payroll records and/or receipts of materials shall be submitted to the City in order to substantiate increase approvals.

INSURANCE REQUIREMENTS

1. **Commercial General Liability:** \$1,000,000.00 combined single limit per occurrence for Fire Damage, Medical Expenses, Personal & Advertising Injury, General Aggregate and Products–Completed Operations Aggregate. This policy shall have no coverage removed by exclusions.
2. **Automobile Liability:** \$500,000.00 combined single limit per accident for bodily injury and property damage. Coverage should be provided as a "Code 1," any auto.
3. **Worker's Compensation and Employers' Liability:** Statutory. Employers Liability policy limits of \$500,000.00 for each occurrence, \$500,000.00 Aggregate - Disease.

Other Insurance Provisions

1. The City be named as an additional insured on the Commercial General Liability and Automobile Liability Insurance policies. These insurance policies shall contain the appropriate additional insured endorsement signed by a person authorized by the insurer to bid coverage on its behalf.
2. Each insurance policy required by this clause shall be endorsed to state that coverage shall not be suspended, voided, canceled, reduced in coverage or in limits except after thirty (30) days prior written notice has been provided to the City. If the policy is canceled for non-payment of premium, only ten (10) days notice is required.
3. Insurance is to be placed with insurers with a Best rating of no less than A:VII. The company must also be duly authorized to transact business in the State of Texas.
4. **Workers' Compensation and Employers' Liability Coverage:** The insurer shall agree to waive all rights of subrogation against the City, its officials, employees and volunteers for losses arising from the activities under this contract.
5. Certificates of Insurance and Endorsements effecting coverage required by this clause shall be forwarded to:

City of Windcrest
Natalia Witmer Finance Department
8601 Midcrown Dr.
Windcrest, TX 78239

6. Insurance Certificate must be submitted and issued with the City listed as the certificate holder.

Cancellation Policy must read as follows:

"Should any of the above described policies be cancelled before the expiration date thereof, the issuing insurer will mail a 30 days written notice to the certificate holder named to the left. "

INSURANCE REQUIREMENT AFFIDAVIT

TO BE COMPLETED BY APPROPRIATE INSURANCE AGENT.

I, the undersigned agent, certify that the insurance requirements contained in this bid document have been reviewed by me with the vendor identified below. If the vendor identified below is awarded this contract by the City of Windcrest, I will be able, within ten (10) working days after being notified of such award, to furnish a valid insurance certificate to the CITY meeting all of the requirements contained in this bid.

Stefanie Wornell
Agent Signature

Stefanie Wornell
Printed Name

United Fire + Casualty Company
Name of Insurance Carrier

7600 B Capital of Tx Hwy #200 Austin Tx 78731
Address of Agency City State Zip

512-451-7555 512-467-0113 Stefanie.wornell@usi.com
Phone # Fax # Email Address

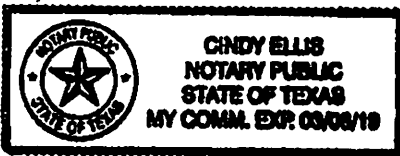
CleanScapes, LP
Vendor / Contractor Name

Acknowledgement

Subscribed and Sworn before me by the above named Stefanie Wornell

On this 14th day of July, 2017

(seal)



Cindy Ellis
Notary Public in and for the State of Texas

NOTICE TO THE AGENT

If this time requirement is not met, the City has the right to declare this vendor non-responsible and award the contract the next bidder meeting the specifications. If you have any questions concerning these requirements, please contact Natalia Witmer, City of Windcrest Purchasing at 210-655-0022 ext.2820

WORK SCHEDULE

LOCATION		ACREAGE	MAR.-SEPT. MOWING CYCLE COST (DAYS)			OCT. – FEB. MOWING CYCLE COST (DAYS)		
ID	AREA A		7	10	14	15	30	45
1	Windy Hollow	9.44	430.23	451.34	468.89	468.89	495.78	567.52
2	Autumn Sunset Pond	18.71	875.24	898.63	927.34	927.34	975.87	1072.50
6	Crestwind Ditch and Park	2.10	94.20	108.33	119.85	119.85	138.50	178.25
3	Brook Falls Pond #1	11.64	542.63	563.21	585.25	585.25	624.00	682.50
3	Brook Falls Pond #2	2.83	131.75	143.15	158.04	158.04	182.00	203.47
3	Brook Falls Pond #3	0.99	47.03	53.62	59.81	59.81	73.22	86.26
	Total	45.71	2,121.08	2,218.28	2,319.18	2,319.18	2489.37	2,790.50
	AREA B		10	15	25	30	45	60
4	DAHELER DITCH	2.88	146.25	157.30	173.04	187.95	201.60	228.25
5	WINDSOR HILL/ SUBWAY DRAINAGE EASMENT	1.65	83.97	90.12	97.54	105.32	125.66	144.01
5	WINDSOR HILL/ WINDWAY DRAINAGE EASMENT	5.12	260.11	285.32	301.99	318.32	356.21	402.43
5	WINDSOR HILL/ MIDCROWN DRAINAGE EASMENT	7.11	360.17	374.23	396.21	437.20	478.32	525.54
	TOTAL	16.76	850.50	906.97	968.78	1,048.79	1161.79	1,300.23

SEE ATTACHMENT A.

TAXES

LOCATION		ACREAGE	MAR.-SEPT. MOWING			OCT. – FEB. MOWING		
ID	AREA A		7	10	14	15	30	45
1	Windy Hollow	9.44	35.49	37.24	38.68	38.66	40.90	46.82
2	Autumn Sunset Pond	18.71	72.21	74.14	76.51	76.51	80.51	88.48
6	Crestwind Ditch and Park	2.10	7.77	8.94	9.89	9.89	11.43	14.71
3	Brook Falls Pond #1	11.64	44.77	46.46	48.28	48.28	51.48	56.31
3	Brook Falls Pond #2	2.83	10.87	11.81	13.04	13.04	15.02	16.79
3	Brook Falls Pond #3	0.99	3.88	4.42	4.93	4.93	6.04	7.12
	Total	45.71	174.99	183.01	191.33	191.33	205.37	230.22
	AREA B		10	15	25	30	45	60
4	DAHELER DITCH	2.88	12.07	12.98	14.28	15.51	16.63	18.83
5	WINDSOR HILL/ SUBWAY	1.65	6.93	7.43	8.05	8.69	10.37	11.88
5	WINDSOR HILL/ WINDWAY	5.12	21.46	23.54	24.91	26.26	29.39	33.20
5	WINDSOR HILL/	7.11	29.71	30.87	32.69	36.07	39.46	43.36
	TOTAL	16.76	70.17	74.83	79.92	86.53	95.85	107.27

CONFLICT OF INTEREST QUESTIONNAIRE

Effective January 1, 2006, Chapter 176 of the Texas Local Government Code went into effect which requires that any vendor or person considering doing business with a local government entity disclose in the Questionnaire Form CIQ, the vendor or person's affiliation or business relationship that might cause a conflict of interest with a local government entity. By law, this questionnaire must be filed with the City Secretary of the City of Windcrest not less than the 7th business day after the person becomes aware of facts that require the statement to be filed.

A recent amendment to this state law that went into effect on September 1, 2007 now allows for two changes to the original statute:

1. The Conflict of Interest Questionnaire only needs to be filled out and returned with your bid if you or your company are aware of a conflict, and,
2. If the amount of the conflict exceeds \$2,500

It is the responsibility of every vendor filling out and returning this bid to determine if there is a conflict meeting the parameters listed above. If so, **the City of Windcrest requires that this Questionnaire be completed and turned in with your bid.** If there is no conflict, or if the amount of the conflict is less than \$2,500, then you are not required to submit the Questionnaire with your bid.

See Section 176.006, Local Government Code which reads "A person commits an offense if the person violates Section 176.006, Local Government Code. An offense under this section is a Class C misdemeanor."

CONFLICT OF INTEREST QUESTIONNAIRE**FORM CIQ****For vendor or other person doing business with local governmental entity**

This questionnaire reflects changes made to the law by H.B. 1491, 80th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code by a person who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the person meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the person becomes aware of facts that require the statement to be filed. See Section 176.006, Local Government Code.

A person commits an offense if the person knowingly violates Section 176.006, Local Government Code. An offense under this section is a Class C misdemeanor.

OFFICE USE ONLY

Date Received

1 Name of person who has a business relationship with local governmental entity.**2** ☐ Check this box if you are filing an update to a previously filed questionnaire.

(The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date the originally filed questionnaire becomes incomplete or inaccurate.)

3 Name of local government officer with whom filer has employment or business relationship._____
Name of Officer

This section (item 3 including subparts A, B, C & D) must be completed for each officer with whom the filer has an employment or other business relationship as defined by Section 176.001(1-a), Local Government Code. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer named in this section receiving or likely to receive taxable income, other than investment income, from the filer of the questionnaire?

☐

Yes

☐

No

B. Is the filer of the questionnaire receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer named in this section AND the taxable income is not received from the local governmental entity?

☐

Yes

☐

No

C. Is the filer of this questionnaire employed by a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership of 10 percent or more?

☐

Yes

☐

No

D. Describe each employment or business relationship with the local government officer named in this section.

4_____
Signature of person doing business with the governmental entity_____
Date

Adopted 06/29/2007

LOCATION		ACREAGE	BIDDER	MAR.-SEPT. MOWING CYCLE COST			OCT. – FEB. MOWING CYCLE COST		
ID	AREA A			7	10	14	15	30	45
1	Windy Hollow	9.44	Clean Scares LP	\$ 430.23	\$ 451.34	\$ 468.89	\$ 468.89	\$ 495.78	\$ 567.52
2	Autumn Sunset Pond	18.71	Clean Scares LP	\$ 875.24	\$ 898.63	\$ 927.34	\$ 927.34	\$ 975.87	\$ 1,072.50
6	Crestwind Ditch and Park	2.1	Clean Scares LP	\$ 94.20	\$ 108.33	\$ 119.85	\$ 119.85	\$ 138.50	\$ 178.25
3	Brook Falls Pond #1	11.64	Clean Scares LP	\$ 542.63	\$ 563.21	\$ 585.25	\$ 585.25	\$ 624.00	\$ 682.50
3	Brook Falls Pond #2	2.83	Clean Scares LP	\$ 131.75	\$ 143.15	\$ 158.04	\$ 158.04	\$ 182.00	\$ 203.47
3	Brook Falls Pond #3	0.99	Clean Scares LP	\$ 47.03	\$ 53.62	\$ 59.81	\$ 59.81	\$ 73.22	\$ 86.26
	Total	45.71	Clean Scares LP	\$ 2,121.08	\$ 2,218.28	\$ 2,319.18	\$ 2,319.18	\$ 2,489.37	\$ 2,790.50
	AREA B			10	15	25	30	45	60
4	DAHELER DITCH	2.88	Clean Scares LP	\$ 146.25	\$ 157.30	\$ 173.04	\$ 187.95	\$ 201.60	\$ 228.25
5	WINDSOR HILL/ SUBWAY DRAINAGE EASMENT	1.65	Clean Scares LP	\$ 83.97	\$ 90.12	\$ 97.54	\$ 105.32	\$ 125.66	\$ 144.01

5	WINDSOR HILL/ WINDWAY DRAINAGE EASMENT	5.12	Clean Scapes LP	\$ 260.11	\$ 285.32	\$ 301.99	\$ 318.32	\$ 356.21	\$ 402.43
5	WINDSOR HILL/ MIDCROWN DRAINAGE EASMENT	7.11	Clean Scapes LP	\$ 360.17	\$ 374.23	\$ 396.21	\$ 437.20	\$ 478.32	\$ 525.54
	TOTAL	16.76	Clean Scapes LP	\$ 850.50	\$ 906.97	\$ 968.78	\$ 1,048.79	\$ 1,161.79	\$ 1,300.23
	TOTAL	62.47	Clean Scapes LP	\$ 2,971.58	\$ 3,125.25	\$ 3,287.96	\$ 3,367.97	\$ 3,651.16	\$ 4,090.73



City Council Agenda Item Report

July 7, 2017

Contact – Don Hakala
dhakala@windcrest-tx.gov

Resolution # 2017-636(R)

SUBJECT: Deliberation and possible action on a resolution accepting the proposal of Lonestar Ambulance 1, LLC dba Allegiance Mobile Health to provide ambulance services for those in the City of Windcrest and authorizing the City Manager to execute a contract for such services.

1. BACKGROUND/HISTORY

On July 7, 2017 the City of Windcrest went out for bids for Ambulance Services and advertised in the San Antonio Express Newspaper on 7/07/2017 and 7/08/2017 as well as the City of Windcrest website. On the closing date of 7/20/2017 2:00 PM 2 sealed proposals were received, opened and read out loud. Which were:

1. Acadian - \$70,00.00 for a FY 17-18
2. Allegiance - \$60,000.00 for a FY17-18

2. FINDINGS/CURRENT ACTIVITY

References were contacted (City of Gregory, Aransas County, Nueces County) and all 3 were pleased and recommend Allegiance services.

3. FINANCIAL IMPACT -

\$60,000.00 would be provided from the Contract Services EMS line item (01-514-300)

4. ACTION OPTIONS/RECOMMENDATION

Staff recommends accepting the proposal from Lonestar Ambulance 1, LLC dba Allegiance Mobile Health to provide ambulance services for the City of Windcrest FY 17-18.



CITY OF WINDCREST

**REQUEST FOR PROPOSALS
CITY OF WINDCREST
AMBULANCE SERVICES**

RFP-16-17-005

CLOSING DATE:

7/20/2017

2:00 PM CST

**PROPOSAL AUTHORIZATION FOR WINDCREST
AMBULANCE SERVICES (FORM 1.1)**

The following proposal is made for furnishing Ambulance Services for the City of Windcrest, Texas.

The undersigned declares that the amount and nature of the services to be furnished is understood and that the nature of this proposal is in strict accordance with the conditions set forth and is a part of this proposal, and that there will at no time be a misunderstanding as to the intent of the specifications or conditions to be overcome or pleaded after the proposals are opened.

The undersigned, in submitting this proposal, represents that they are an equal opportunity employer, and will not discriminate with regard to race, religion, color, national origin, age or sex in the performance of this contract.

The undersigned affirms that it is duly authorized to execute this contract and that this company, corporation, firm, partnership or individual has not prepared this proposal in collusion with any other respondent, and that the contents of this proposal as to prices, terms or conditions of said proposal have not been communicated by the undersigned nor by any employee or agent to any other person engaged in this type of business prior to the official opening of this type of business prior to the official opening of this proposal.

**AMBULANCE SERVICES
RFP-1314-07**

Respectfully Submitted,

Federal ID Number: _____

SIGNATURE

DATE

PRINTED NAME

TITLE

COMPANY NAME

CONTACT PERSON (Must have knowledge of Proposal)

BILLING ADDRESS

STREET

CITY

STATE

ZIP

MAILING ADDRESS

STREET

CITY

STATE

ZIP

PHONE NUMBER

(metro/toll free)

FAX NUMBER

E-MAIL ADDRESS

NO PROPOSAL: If response is not received in the form of a "Proposal" or "No Proposal" submitter will be removed from proposal list. Please give a specific reason as to why you are unable to proposal, i.e.: we do not sell the required service.

Request for Proposals

The City of Windcrest, Texas is requesting proposals for Ambulance Services RFP-16-17-005.

Sealed proposals will be received by the City of Windcrest at the office of Natalia Witmer, Windcrest City Hall, 8601 Midcrown, Windcrest, Texas 78239, **before 2:00 PM Central Standard Time on 7/20/2017.**

Interested Respondents may obtain copies of the proposal documents and specifications from www.windcrest-tx.gov.

Written questions and requests for clarification shall be directed to nwitmer@windcrest-tx.gov. The deadline for the submission of questions is at **3:00 PM on 7/13/2017 Central Standard Time.**

There will be a pre-submittal meeting at **2:00 PM on 7/13/2017** at the City of Windcrest City Hall located at 8601 Midcrown Dr., Windcrest, Texas 78239.

The City reserves the right to reject any or all proposals and waive any and all formalities.

PROPOSAL FOR AMBULANCE SERVICES RFP-16-17-005

Any proposal received after stated closing time will be returned unopened. If proposals are sent by mail to Natalia Witmer, the respondent shall be responsible for actual delivery of the proposal to him before the advertised date and hour for opening of proposals. If mail is delayed by the postal service or courier service beyond the date and hour set for the proposal opening, proposals thus delayed will not be considered and will be returned unopened.

Information concerning proposal specifications and proposal process/procedures may be obtained by e-mailing Natalia Witmer at nwitmer@windcrest-tx.gov. Questions may also be submitted by mail to Attn: Natalia Witmer, Windcrest City Hall, 8601 Midcrown Dr., Windcrest, Texas 78239 or by submitting the question to the administrative desk at the same address. All questions shall be submitted, in writing, by 7/10/2017 at 3:00 PM. Answers, interpretations or clarifications considered necessary by the City in response to such questions will be issued by Addenda and posted online or otherwise delivered to all parties recorded by the City as having received the RFP. Questions received after the deadline will not be answered. Only questions answered by a formal written Addendum will be binding. No oral and other interpretations or clarification will be considered official or binding.

A Pre-Submittal Meeting will be held at **2:00 PM on 7/13/2017** at Windcrest City Hall, 8601 Midcrown Dr., Windcrest, TX 78239.

Until the final award by the City of Windcrest, said City reserves the right to reject any and/or all proposals, to waive technicalities, to re-advertise, to proceed otherwise when the best interests of said City will be realized hereby. Proposals will be submitted sealed and plainly marked with the date and time of opening.

The City of Windcrest City Hall is wheelchair accessible. For accommodations or sign interpretive services needed for proposal openings, please contact the Finance Office 48 hours in advance at (210) 655-0022.

City of Windcrest, Texas

**Natalia Witmer
Purchaser**

Publication Dates: **Friday, 7/07/2017**

Saturday, 7/8/2017

Pre-Submittal Meeting: **Thursday, 7/13/2017 at 2:00 PM CST**

Closing Date: **Thursday, 7/20/2017 at 2:00 PM CST**

1. GENERAL CONDITIONS AND SUBMISSION INSTRUCTIONS

ADDENDA

It is the responsibility of the vendor to check for addenda. Addenda will be posted to the City's website.

ANNUAL CONTRACT FUNDING

The City operates on a fiscal year that ends on September 30th. Because state law mandates that a municipality may not commit funds beyond a fiscal year, the contract is subject to cancellation if funds for this service are not approved in the next fiscal year.

ASSIGNMENT OF PROPOSAL/CONTRACT

The successful respondent may not assign its rights and duties under a contract award without the written consent of the City's Municipal Finance Officer. Such consent shall not relieve the assignor of liability in event of default by its assignee.

PROPOSAL CONSIDERATION / TABULATION

After proposals are opened and publicly read, the proposals will be tabulated for comparison on the basis of the criteria shown in the RFP. Until final award of the Contract, the City reserves the right to reject any or all proposals, to waive technicalities, and to re-advertise for new proposals, or proceed to do the work otherwise in the best interests of the City.

PROPOSAL SUBMISSION

Sealed proposals may be submitted in person or by mail.

- Submit proposals via mail to Windcrest City Hall, Attn: Natalia Witmer, 8601 Midcrown Dr., Windcrest, TX 78239.
- To submit a proposal via mail, all documents must be returned and an original signature provided on the proposal to respondents sheet.
- Proposals will not be accepted in either format without a signature.
- The City is not responsible for mail service.

CANCELLATION OF PROPOSALS

Proposals may be cancelled with 30 days written notice with good cause.

CHANGES OR ALTERATIONS

No part of this proposal may be changed/alterd in any way. Vendors must submit written requests to change any specifications/conditions with their proposal. ***Changes made to this proposal without submission of a written request to this proposal will result in disqualification.***

COMPLETING INFORMATION

Respondent must fill in all information asked for in the blanks provided under each item. Failure to comply may result in rejection of the Proposal at the City's option. (Form 1.1)

CONTRACT CLAUSE

All respondents understand and agree that the vendor's proposal response will become legally binding upon acceptance in writing by the City.

DEFAULT

In case of default of the successful respondent, the City of Windcrest may procure the services from other sources and hold the respondent responsible for any excess cost occasioned thereby.

INDEMNIFICATION

In case any claim is brought against the City, or any officer or agent of the City, for the failure, omission, or neglect of the vendor to perform any of the covenants, acts, matters, or things by the contract undertaken; or for injury or damage caused by the alleged negligence of the vendor or his subcontractors or his or their agents, or in connection with any claim based on lawful demands of subcontractors, workmen, material men, or suppliers, the vendor shall indemnify and save harmless the City and its officers and agents, from all losses, damages, costs, expenses, judgments, or decrees arising out of such action.

INSURANCE

Deductibles, of any type, are the responsibility of the vendor/contractor. Please refer to SECTION 3 for liability insurance requirements.

REJECTION OF PROPOSALS

The City reserves the right to reject any or all proposals or to waive technicalities at its option when in the best interests of said City.

Proposals will be considered irregular if they show any omissions, alteration of form, additions, or conditions not called for, unauthorized alternate proposals or irregularities of any kind. However, the City reserves the right to waive any irregularities and to make the award in the best interests of the City.

The City reserves the right to reject any or all proposals, and all proposals submitted are subject to this reservation. Proposals may be rejected, among other reasons, for any of the following specific reasons:

- Proposals received after the time limit for receiving proposals as stated in the advertisement.
- Proposals containing any irregularities.
- Unbalanced value of any items.

Respondents may be disqualified and their proposals not considered, among other reasons, for any of the following specific reasons:

- Reason for believing collusion exists among the Respondents.
- Reasonable grounds for believing that any Respondent is interested in more than one proposal for the work contemplated.
- The Respondent being in any litigation against the City.

- The Respondent being in arrears on any existing contract or having defaulted on a previous contract.
- Lack of competency as revealed by a financial statement, experience and equipment, questionnaires, etc.
- Uncompleted work, which in the judgment of the City will prevent or hinder the prompt completion of additional work if awarded.

REQUEST FOR NON-CONSIDERATION

Proposals deposited with the City cannot be withdrawn prior to the time set for opening proposals. Request for non-consideration of proposals must be made in writing to David Wilson and received by the City prior to the time set for opening proposals. After other proposals are opened and publicly read, the Proposal for which non-consideration is properly requested may be returned unopened. The Proposal may not be withdrawn after the proposals have been opened, and the Respondent, in submitting the same, warrants and guarantees that this proposal has been carefully reviewed and checked and that it is in all things true and accurate and free of mistakes and that such proposal will not and cannot be withdrawn because of any mistake committed by the Respondent.

SALES TAX

The total for each proposal submitted must include any applicable taxes. Although the City is exempt from most City, State, or Federal taxes, this is not true in all cases. It is suggested that taxes, if any, be separately identified, itemized, and stated on each proposal. Services billed by the awarded vendor are tax exempt. The City will provide awarded vendor with tax exemption form.

AWARD

The Awarded Respondent will be the Respondent that submits a Proposal to the municipality in response to this Request for Proposals on or before the Submittal Deadline that is determined to be the most advantageous to the City of Windcrest, Texas per the competitive sealed proposal procedure authorized by Texas Local Government Code Sec.252.021.

During the evaluation process, the City of Windcrest and its representatives may request additional information or clarifications or allow corrections of errors or omissions. At the discretion of the City Manager or the City Council, some, but not necessarily all, firms submitting proposals may be asked to make oral presentations as part of the evaluation process.

The following criteria will be used to evaluate proposals ranked from first to last in relative importance:

1. Responsiveness to RFP
2. Qualifications of Respondent
3. Price Schedule

The City of Windcrest reserves the right to retain all proposals submitted and to use any ideas in a proposal regardless of whether that proposal is selected. Submission of a proposal indicates acceptance by the firm of the conditions contained in this request for proposals, unless clearly and specifically noted in the proposal submitted and confirmed in the contract between the City of Windcrest and the firm selected.

The respondent selected will be notified at the earliest possible date. The Owner reserves the right to reject any and all proposals and to waive any informality in proposals received where such rejection or waiver is in its interest.

Contractor shall provide City with Bonds and Certificates of Insurances within Five (5) days of the Notice of Award.

Contractor shall execute Contract documents within Seven (7) days of receipt of Notice of Award.

Upon receipt and approval of Bonds, Certificates of Insurances, and Executed Contract Documents, the City shall issue a PO and Notice to Proceed.

Contractor shall begin work within Ten (10) days of Notice to Proceed.

2. SCOPE OF SERVICES AND PROPOSAL REQUIREMENTS

2.1 Description of Work

- A. Contractor shall provide and render continuous dispatch capabilities and services for all MICU/ALS/BLS ambulance services calls within the Service Area. For the purposes of the Contract the term "MICU/ALS/BLS ambulance services" shall mean any ambulance service, which as a result of medical necessity requires a patient to be transported in either an ALS/MICU licensed vehicle or in a BLS licensed vehicle.

2.2 General

- B. The Contractor shall provide all materials and labor necessary to provide and render continuous dispatch capabilities and services for all MICU/ALS/BLS ambulance services calls within the Service Area.
- C. Each ambulance utilized shall be fully staffed by Contractor with qualified and appropriate state certified personnel.
- D. Contractor shall provide and maintain, at its own cost and expense, State certified ambulances and other equipment necessary to provide Mobile Intensive Care (MICU), Basic Life Support (BLS) and Advanced Life Support (ALS) services.
- E. Service Area shall include all areas within the legal boundaries of the City of Windcrest.
- F. Contractor shall, in providing services set forth in proposal, at all times comply with and abide by all laws, rules, regulations, and protocols adopted or promulgated by a federal, state, or local legislative or regulatory body.

- G. Emergency response times shall be calculated from the time of receipt by Contractor's dispatch center of "essential information" until arrival at the scene by an EMS vehicle. "Essential Information" shall include the location, any requested directions to location of the call, call back number, and chief compliant or nature of the emergency. Should the initial information be obtained from a 911 data base, a confirmation of the patient's actual location shall be warranted.
- H. The selected vendor will provide an ambulance within the City with the Station location being at City Hall. In the event that the ambulance is not within the City limits for a time of 30 minutes, another ambulance needs to be routed to the station.
- I. The City will provide 1 room in our firemen's dorm for staging and working on documentation.
- J. Contractor shall have the responsibility to document the nature of the circumstances surrounding any excluded response from the fractal measurement percentage each month.
- K. All employees will be finger printed and cleared by the Police Department before beginning work.

2.3 Proposal Requirements

- 2.3.1 Respondents are encouraged to submit concise, clear response to this solicitation. Responses of excessive length and/or complexity are discouraged. Each RFP must address, but not be limited to, the following requested information. Proposals that do not include the required information may be deemed non-responsive and may not be considered for contract award.
- 2.3.2 Respondents are encouraged to be specific about the firm's expertise as it related to the RFP. All documents and information must be complete and bear proper signature(s) of binding parties (Form 1.1).
- 2.3.3 There is no expressed or implied obligation on the part of the City of Windcrest to reimburse responding firms for any expenses incurred in preparing Request for Proposals
- 2.3.4 All Proposals shall include the following:
 - A. Firm name, including the addresses of all firm offices identifying in which office work will be performed.
 - B. Name, position, phone (including cell phone), fax numbers, e-mail contract of contact person(s).
 - C. Names of principals in the firm
 - D. Years the firm has been in business.
 - E. Proposal shall identify number of staff by discipline in the company, by trade, that will be working on requested City services. Respondents shall identify intended staffing and provide a description of the workload of the persons assigned to assist the City with requested services, as well as staff's experience, training, certifications and licenses.
 - F. Proposal shall identify age, condition and replacement periods for machinery

- and equipment.
- G. Proposal shall identify the Contractor's intended response times to be incorporated into the contract, with penalties for non-compliance.
 - H. Proposal shall list and briefly describe at least 3 reference clients. With dates and performance results for each client. Include names, addresses and phone numbers of representatives of these clients who may be contacted as references.
 - I. Name and phone number of direct contact person who would be responsible for interacting with City Staff on this proposal.
 - J. Capacity to provide the service required in a timely and consistent manner.
 - K. Proposed fee structure for providing services to the City of Windcrest.
 - L. Minimum number of Emergency Medical Technician's (EMT) and Paramedics (EMT-P) certified by the State of Texas to occupy each ambulance on duty in addition to driver.
 - M. Housing requirements, if any.
 - N. Sealed financial statement to be returned after award of the contract

3. INSURANCE REQUIREMENTS

During the term of this Agreement all Contractor's insurance policies shall meet the following requirements:

3.1. Standard Insurance Policies Required:

- A. Commercial General Liability
- B. Business Automobile Liability
- C. Workers' Compensation

3.2 For each of these policies, the Contractor's insurance coverage shall be primary insurance with respect to the City, its officials, employees and volunteers. Any self-insurance or insurance policies maintained by the City, its officials, employees or volunteers, shall be considered in excess of the Contractor's insurance and shall not contribute to it. No term or provision of the indemnification provided by the Contractor to the City pursuant to this Contract shall be construed or interpreted as limiting or otherwise affecting the terms of the insurance coverage. All Certificates of Insurance and endorsements shall be furnished to the City's Representative at the time of execution of this Agreement, attached hereto as Exhibit D, and approved by the City before any letter of authorization to commence planning will issue or any work on the Project commences.

3.3 The Contractor shall include all subcontractors as additional insureds under its policies or shall furnish separate certificates and endorsements for each subcontractor. All coverage's for subcontractors shall be subject to all of the requirements stated herein.

3.4 General Requirements Applicable to All Policies

- A. Only insurance carriers licensed and admitted to do business in the State of Texas will be accepted.

- B. Deductibles shall be listed on the Certificate of Insurance and are acceptable only on a “per occurrence” basis for property damage only.
- C. “Claims made” policies will not be accepted, except for Professional Liability insurance.
- D. Each insurance policy shall be endorsed to state that coverage shall not be suspended, voided, canceled, or reduced in coverage or in limits except after thirty (30) calendar days prior written notice has been given to the City of Windcrest by certified mail, return receipt requested.
- E. Upon request, certified copies of all insurance policies shall be furnished to the City.
- F. The Certificates of Insurance shall be prepared and executed by the insurance company or its authorized agent. Each certificate shall contain the following provisions and warranties:
 - 1. that the insurance company is licensed and admitted to do business in the State of Texas
 - 2. that the insurance policy is underwritten on forms provided by the Texas State Board of Insurance or ISO
 - 3. all endorsements and coverage’s according to the requirements of this Contract
 - 4. the form of notice of cancellation, termination, or change in coverage provisions
 - 5. original endorsements affecting coverage required by this Contract
 - 6. The City of Windcrest, its officials, employees, and volunteers are named as Additional Insureds on the Commercial General Liability and Business Automobile Liability Policies. The coverage shall contain no special limitations on the scope of protection afforded the City, its officials, employees, and volunteers.

3.5 Commercial (General) Liability requirements:

- A. Coverage shall be written by a carrier with an “A:VIII” or better rating in accordance with the current Best Key Rating Guide.
- B. Minimum Limit of \$1,000,000 per occurrence for bodily injury and property damage with a \$2,000,000 annual aggregate.
- C. Coverage shall be at least as broad as Insurance Service’s Office Number CG 00 01.
- D. No coverage shall be excluded from the standard policy without notification of individual exclusions being attached for review and acceptance.
- E. The coverage shall include but not be limited to: premises/operations; independent contracts, products/completed operations, contractual liability (insuring the indemnity provided herein), and where exposures exist, Explosion Collapse and Underground coverage.
- F. The City shall be named as an additional insured and the policy shall be endorsed to waive subrogation and to be primary and non-contributory.

3.6 Business Automobile Liability requirements:

- A. Coverage shall be written by a carrier with an "A:VIII" or better rating in accordance with the current Best Key Rating Guide.
- B. Minimum Combined Single Limit of \$1,000,000 per occurrence for bodily injury and property damage.
- C. The Business Auto Policy must show Symbol 1 in the Covered Autos portion of the liability section in Item 2 of the declarations page.
- D. The coverage shall include owned autos, leased or rented autos, non-owned autos, any autos and hired autos.

3.7 Workers Compensation Insurance requirements:

- A. Pursuant to the requirements set forth in Title 28, Section 110.110 of the Texas Administrative Code, all employees of the Contractor, the Contractor, all employees of any and all subcontractors, and all other persons providing services on the Project must be covered by a workers' compensation insurance policy: either directly through their employer's policy (the Contractor's, or subcontractor's policy) or through an executed coverage agreement on an approved Texas Department of Insurance Division of Workers Compensation (DWC) form. Accordingly, if a subcontractor does not have his or her own policy and a coverage agreement is used, Contractors and subcontractors must use that portion of the form whereby the hiring contractor agrees to provide coverage to the employees of the subcontractor. The portion of the form that would otherwise allow them not to provide coverage for the employees of an independent contractor may not be used.
- B. The worker's compensation insurance shall include the following terms:
 - 1. Employer's Liability limits of \$1,000,000 for each accident is required.
 - 2. "Texas Waiver of Our Right to Recover From Others Endorsement, WC 42 03 04" shall be included in this policy.
 - 3. Texas must appear in Item 3A of the Worker's Compensation coverage or Item 3C must contain the following: All States except those listed in Item 3A and the States of NV, ND, OH, WA, WV, and WY.
- C. Pursuant to the explicit terms of Title 28, Section 110.110(c)(7) of the Texas Administrative Code, this Agreement, the bid specifications, and all subcontracts on this Project must include the terms and conditions set forth below, without any additional words or changes, except those required to accommodate the specific document in which they are contained or to impose stricter standards of documentation:

"A. Definitions:

Certificate of coverage ("certificate") - A copy of a certificate of

insurance, a certificate of authority to self-insure issued by the Division of Workers Compensation, or a coverage agreement (DWC-81, DWC-83, or DWC-84), showing statutory workers' compensation insurance coverage for the person's or entity's employees providing services on a project, for the duration of the project.

Duration of the project - includes the time from the beginning of the work on the project until the Contractor's/person's work on the project has been completed and accepted by the governmental entity.

- B. The Contractor shall provide coverage, based on proper reporting of classification codes and payroll amounts and filing of any coverage agreements, that meets the statutory requirements of Texas Labor Code, Section 401.011(44) for all employees of the Contractor providing services on the project, for the duration of the project.*
- C. The Contractor must provide a certificate of coverage to the governmental entity prior to being awarded the contract.*
- D. If the coverage period shown on the Contractor's current certificate of coverage ends during the duration of the project, the Contractor must, prior to the end of the coverage period, file a new certificate of coverage with the governmental entity showing that coverage has been extended.*
- E. The Contractor shall obtain from each person providing services on a project, and provide to the governmental entity:*
 - (1) a certificate of coverage, prior to that person beginning work on the project, so the governmental entity will have on file certificates of coverage showing coverage for all persons providing services on the project; and*
 - (2) no later than seven calendar days after receipt by the Contractor, a new certificate of coverage showing extension of coverage, if the coverage period shown on the current certificate of coverage ends during the duration of the project.*
- F. The Contractor shall retain all required certificates of coverage for the duration of the project and for one year thereafter.*
- G. The Contractor shall notify the governmental entity in writing by certified mail or personal delivery, within 10 calendar days after the Contractor knew or should have known, or any change that materially affects the provision of coverage of any person providing services on the project.*

H. *The Contractor shall contractually require each person with whom it contracts to provide services on a project, to:*

- (2) provide to the Contractor, prior to that person beginning work on the project, a certificate of coverage showing that coverage is being provided for all employees of the person providing services on the project, for the duration of the project;*
- (3) provide the Contractor, prior to the end of the coverage period, a new certificate of coverage showing extension of coverage, if the coverage period shown on the current certificate of coverage ends during the duration of the project;*
- (4) obtain from each other person with whom it contracts, and provide to the Contractor:*
 - (a) a certificate of coverage, prior to the other person beginning work on the project; and*
 - (b) a new certificate of coverage showing extension of coverage, prior to the end of the coverage period, if the coverage period shown on the current certificate of coverage ends during the duration of the project;*
- (5) retain all required certificates of coverage on file for the duration of the project and for one year thereafter;*
- (6) notify the governmental entity in writing by certified mail or personal delivery, within 10 calendar days after the person knew or should have known, of any change that materially affects the provision of coverage of any person providing services on the project; and*
- (7) contractually require each person with whom it contracts, to perform as required by paragraphs (a) - (g), with the certificates of coverage to be provided to the person for whom they are providing services.*

I. *By signing this contract, or providing, or causing to be provided a certificate of coverage, the Contractor is representing to the governmental entity that all employees of the Contractor who will provide services on the project will be covered by workers' compensation coverage for the duration of the project, that the coverage will be based on proper reporting of classification codes and payroll amounts, and that all*

coverage agreements will be filed with the appropriate insurance carrier or, in the case of a self-insured, with the Commission's Division of Self-Insurance Regulation. Providing false or misleading information may subject the Contractor to administrative penalties, criminal penalties, civil penalties, or other civil actions.

- J. *The Contractor's failure to comply with any of these provisions is a breach of contract by the Contractor that entitles the governmental entity to declare the contract void if the Contractor does not remedy the breach within ten calendar days after receipt of notice of breach from the governmental entity."*

4. TERMS AND CONDITIONS

EFFECTIVE PERIOD OF THE AGREEMENT

A Purchase Order will serve as the Notice to Proceed after receipt of insurances and an executed contract. The effective period of this agreement is from issuance of the Purchase Order through September 30, 2018. Upon agreement by both parties, the contract may be renewed for three (3) additional one (1) year periods.

- 4.1. In all activities or services performed hereunder, the Contractor is an independent contractor and not an agent or employee of the City. The Contractor and its employees are not the agents, servants, or employees of the City. As an independent contractor, the Contractor shall be responsible for the services and the final work product contemplated under this Contract. Except for materials furnished by the City, the Contractor shall supply all materials, equipment, and labor required for the professional services to be provided under this Contract. The Contractor shall have ultimate control over the execution of the services. The Contractor shall have the sole obligation to employ, direct, control, supervise, manage, discharge, and compensate all of its employees or subcontractors, and the City shall have no control of or supervision over the employees of the Contractor or any of the Contractor's subcontractors.
- 4.2. The Contractor must at all times exercise reasonable precautions on behalf of, and be solely responsible for, the safety of its officers, employees, agents, subcontractors, licensees, and other persons, as well as their personal property, while in the vicinity of the Project or any of the work being done on or for the Project. It is expressly understood and agreed that the City shall not be liable or responsible for the negligence of the Contractor, its officers, employees, agents, subcontractors, invitees, licensees, and other persons. The City will not furnish an indemnity of any kind to the Contractor.
- 4.3. Indemnity. The Contractor agrees to indemnify, defend, and hold harmless the

City, its officers, employees, and agents (separately and collectively referred to in this paragraph as “Indemnatee”), from and against any and all claims, losses, damages, causes of action, suits, judgments, settlements made by Indemnatee, and liability of every kind, including all expenses of litigation, court costs, attorney’s fees, and other reasonable costs for damage to or loss of use of any property, for injuries to, or sickness or death of any person, including but not limited to Contractor, any of its subcontractors of any tier, or of any employee or invitee of Contractor or of any such subcontractors, that is caused by, arises out of, related to, or in connection with, the negligence of and/or negligent performance of this Contract by Contractor or by any such subcontractors of any tier, under this Contract.

4.4. It is agreed with respect to any legal limitations now or hereafter in effect and affecting the validity or enforceability of the indemnification obligation above, such legal limitations are made a part of the indemnification obligation and shall operate to amend the indemnification obligation to the minimum extent necessary to bring the provision into conformity with the requirements of such limitations, and as so modified, the indemnification obligation shall continue in full force and effect.

4.5. Release. The Contractor releases, relinquishes, and discharges the City, its officers, agents, and employees from all claims, demands, and causes of action of every kind and character, including the cost of defense thereof, for any injury to, sickness or death of the Contractor or its employees and any loss of or damage to any property of the Contractor or its employees that is caused by or alleged to be caused by, arises out of, or is in connection with the Contractor’s work to be performed hereunder. Both the City and the Contractor expressly intend that this release shall apply regardless of whether said claims, demands, and causes of action are covered, in whole or in part, by insurance and in the event of injury, sickness, death, loss, or damage suffered by the Contractor or its employees, but not otherwise, this release shall apply regardless of whether such loss, damage, injury, or death was caused in whole or in part by the City, any other party released hereunder, the Contractor, or any third party.

4.6. The City may terminate this Contract at any time, with or without cause, upon **forty-five (45)** calendar days written notice. Upon the Contractor’s receipt of such notice, the Contractor shall cease work immediately. The Contractor shall be compensated for the services satisfactorily performed prior to the termination date.

4.7. If, through any cause, the Contractor fails to fulfill its obligations under this Contract, or if the Contractor violates any of the agreements of this Contract, the City has the right to terminate this Contract by giving the Contractor **five (5)** calendar days written notice to the Contractor. The Contractor will be compensated for the services satisfactorily performed before the termination date.

4.8. No term or provision of this Contract shall be construed to relieve the Contractor of liability to the City for damages sustained by the City because of any breach of contract and/or negligence by the Contractor. The City may withhold payments

to the Contractor for the purpose of setoff until the exact amount of damages due the City from the Contractor is determined and paid.

- 4.9. This Contract has been made under and shall be governed by the laws of the State of Texas. The parties agree that performance and all matters related thereto shall be in Bexar County, Texas.
- 4.10. No waiver by either party hereto of any term or condition of this Contract shall be deemed or construed to be a waiver of any other term or condition or subsequent waiver of the same term or condition.
- 4.11. This Contract represents the entire and integrated agreement between the City and the Contractor and supersedes all prior negotiations, representations, or agreements, either written or oral. This Contract may only be amended by written instrument approved and executed by the parties.
- 4.12. This Contract and all rights and obligations contained herein may not be assigned by the Contractor without the prior written approval of the City.
- 4.13. If any provision of this Contract shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If a court of competent jurisdiction finds that any provision of this Contract is invalid or unenforceable, but that by limiting such provision it may become valid and enforceable, then such provision shall be deemed to be written, construed, and enforced as so limited.
- 4.14. The Contractor, its agents, employees, and subcontractors must comply with all applicable federal and state laws, the charter and ordinances of the City of Windcrest, and with all applicable rules and regulations promulgated by local, state, and national boards, bureaus, and agencies. The Contractor must obtain all necessary permits and licenses required in completing the work and providing the services required by this Contract.
- 4.15. The parties acknowledge that they have read, understood, and intend to be bound by the terms and conditions of this Contract.
- 4.16. This Contract will be effective when signed by the last party whose signing makes the Contract fully executed.
- 4.17. Notice of Indemnification. City and Contractor hereby acknowledge and agree that this Contract contains certain indemnification obligations and covenants.



RESOLUTION NO. 2017-636(R)

**A RESOLUTION ACCEPTING THE PROPOSAL OF LONESTAR
AMBULANCE 1, LLC DBA ALLEGIANCE MOBILE HEALTH TO
PROVIDE AMBULANCE SERVICES FOR THOSE IN THE CITY OF
WINDCREST AND AUTHORIZING THE CITY MANAGER TO
EXECUTE A CONTRACT FOR SUCH SERVICES**

WHEREAS, the City issued a RFP for ambulance services for those in the City of Windcrest; and

WHEREAS, Lonestar Ambulance 1, LLC dba Allegiance Mobile Health submitted the most favorable proposal for such services and the City desires to accept its proposal.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Windcrest, Texas, that the City of Windcrest hereby accepts the proposal of Lonestar Ambulance 1, LLC dba Allegiance Mobile Health to perform ambulance services for those in the City of Windcrest and authorizes the City Manager to execute a contract with Lonestar Ambulance 1, LLC dba Allegiance Mobile Health for such services.

PASSED AND APPROVED this the 27th day of July, 2017.

MAYOR

ATTEST:

CITY SECRETARY

APPROVED AS TO FORM:

CITY ATTORNEY

2017-636(R)